



CITY OF TOLEDO

Division of Building Inspection

LICENSE RENEWAL APPLICATION

One Government Center, Suite 1600 • Toledo, OH 43604 • Phone (419) 245-1220 • Fax (419) 245-1329 • www.toledo.oh.gov

****Required Documents to be submitted (Include with this application)****

- **All Contractors** – Current State of Ohio License
- **Home Remodeling Contractors** – 10 hours of Continuing Education

Please fill out form completely to renew your City of Toledo License.

Business Name (if applicable): _____

First Name: _____ Last Name: _____

License #: _____

Check all that apply:

☐ Contractor ☐ Journeyman ☐ Apprentice

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Email: _____

- ☐ Electrical
- ☐ HVAC
- ☐ Plumbing
- ☐ Refrigeration
- ☐ Hydronics
- ☐ Home Remodeling
- ☐ Fire Company Class A
- ☐ Fire Company Class B
- ☐ Fire Company Class C

☐ **Late Fee***

Tax compliance must also be current. Contact 419-245-1197.

License Holder Signature: _____

2027 License must be renewed by 12/31/2026*

***Late fee required after 1/31/2027 (30-day grace period).**

2027 License Renewal – Options:

- Renew online at <https://applyforpermits.toledo.oh.gov/portal>
- Mail to our office – See address below
- Drop off at our office – See address below

Please include application, payment, and all required documents.

If not included, application will be returned and you could incur a late fee.

How to Pay:

1. Check or money order payable to "City of Toledo"
2. Credit card or E-check online or credit card at office
3. Cash at office

Office Address:

City of Toledo
Division of Building Inspection
One Government Center – Suite 1600
Toledo, OH 43604

Renewal Fees

Apprentice	- \$25
Journeyman	- \$50
Contractor	- \$140
Fire Contractor	- \$200

Late Fees*

Journeyman	- \$50
Contractor	- \$60

**Late fees do not apply to
Apprentice or Fire.**

**NOTE: For renewal of sign, sewer, or
sidewalk contractor licenses, please contact:**

Sign	419-245-1200
Sewer	419-936-2924
Sidewalk	419-936-1315