



## VILLAGE OF EAST HILLS

INCORPORATED JUNE 24, 1931

209 Harbor Hill Road, East Hills, New York 11576  
Telephone (516) 621-5600 • Fax (516) 625-8736

## CONTRACTOR LICENSE & INSURANCE REQUIREMENTS

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### **Liability Insurance:**

- Acord 25 Form listing the Village of East Hills as both Certificate Holder:  
Village of East Hills  
209 Harbor Hill Road  
East Hills, NY 11576  
*and* additional insured under 'Description of Operations'

### **Disability Insurance:**

- DB-120 Form  
(Not accepted on an Acord Form)

### **Workman's Compensation Insurance:**

- C-105 Form  
(Not accepted on an Acord Form)

### **Nassau County Consumer Affairs (NCCA) License:**

- Required for all contractors performing residential work in the Village
- NYC/ Suffolk County licenses are *not* accepted
- NCCA License must be in good standing with Nassau County - No pending licenses (except renewals with receipt of payment) will be accepted
- Insurance coverage must cover the type of work proposed under the permit application

Company name and address on all insurance certificates and license must match

Any insurance forms submitted by email ([evaidya@villageofeasthills.org](mailto:evaidya@villageofeasthills.org)) must include the address for the project in the subject line or they will be deleted.