



## **Sandy Pines Park Contractor Application - \$200/annually**

Administration 616-896-8315 Fax: 616-896-7409 Ranger Station 616-896-9006  
Maintenance 616-896-8317 Inspector Office 616-896-7286 Fax: 616-896-7409  
Lake Monterey Golf Course 616-896-8118

Business name: \_\_\_\_\_

Applicant's name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Contractor's License #: \_\_\_\_\_

Please check the Department(s) that you perform work for:  Maintenance,  Ranger,  Recreation,  Administration,  Adult Activities,  Sales,  Golf Course,  Inspector

Brief description of Services offered: \_\_\_\_\_

I certify that the aforementioned business, and/or its subcontractors, have liability insurance coverage for the type of work or service provided or performed within the property of Sandy Pines.

I also certify that the aforementioned business, and/or its subcontractors, have the required workers' compensation insurance as required by law.

I understand that liability insurance and workers' compensation insurance must be maintained as applicable and current coverage present to perform work or provide services within the property of Sandy Pines (copies provided).

I agree to and understand that the aforementioned business, and/or its subcontractors, will comply with MIOSHA and OSHA regulations while performing work or providing services within Sandy Pines.

I represent and warrant that neither I nor any employees, and/or those of our subcontractors who will perform work within Sandy Pines have ever been convicted of a felony, including a felony that requires registration under Michigan's Sex Offender Registration Act.

I also understand that I must comply with permit requirements and rules of Sandy Pines, (access to Handbook at [www.sandypines.com](http://www.sandypines.com)), State and local building code requirements and be responsible for all required permits.

I agree to defend, hold harmless and indemnify Sandy Pines for any injuries, accidents or any other issues regarding delivery or completion of services to members within Sandy Pines.

Please ask your insurance carrier to list Sandy Pines as a certificate holder and attach a copy of your workman's Compensation and Liability Insurance to this form. We also require copies of your current Building, Mechanical and/or Electrical Licenses.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Contractors:

Due to the changing nature of the public and our desire to protect our Membership, Sandy Pines will be requiring all outside contractors hired by Sandy Pines or Lake Monterey Golf Course to file a completed form with us. By completing and signing the form, the Contractor is guaranteeing that any representative of their company will have had background checks completed and found not to be convicted felons or sexual offenders. If any Contractor has previously conducted background checks and/or have bonded employees, they will not be required to do another background check; however we ask that a note is made on the application form indicating that a background check has been previously done.

The background check requirement is intended to be for internal use only of each Contractor. **Contractors are not required to turn in any background reports to Sandy Pines**, pertaining to their employees. Background checks may be obtained by using Internet criminal history access tool (better know as ICHAT). This is located at:

<http://apps.michigan.gov/ICHAT/Home.aspx>

Employers applying for background checks will create an account at the ICHAT website. A ten dollar fee is associated with the criminal history check per individual checked.

**NOTICE: The contractor is not required to hand in background reports to Sandy Pines**, however it will be the contractor's responsibility to obtain a background check on all employees, including new hires, prior to the employee entering Sandy Pines.

Sandy Pines will also require that each Contractor employee has been checked by the employer, on the sex offender registry located at:

<http://www.mipsor.state.mi.us/>

A fee is not associated with checking persons on the Michigan Sex Offender Registry.