



Empire Capitol International Sub-Contractor Requirements

The following information is what you will need in order to work with Empire Capitol International as a cleaning sub-contractor. Please send all details to our address below.

- 1) Liability Insurance. (Limits of liability need to be \$2,000,000 dollars per each occurrence)
- 2) If you will be employing your own workers, you need to have Workers Compensation. Please contact your local Workplace Safety & Insurance Board for more information
- 3) Empire Capitol International must be named a certificate holder on your liability insurance policy.
- 4) Empire Capitol International must be named as additional insured on your liability insurance.
- 5) Criminal search record done at your local police station.
- 6) 2 Pieces of Photo ID (Drivers License, Health Card)
- 7) Empire Capitol International sub-contractor application
- 8) GST Registration papers if any

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Contact us: www.empirecapitol.com/contact.html