



**TOWN OF DYER**  
**Building Department**  
**One Town Square**  
**Dyer, IN 46311**  
**Phone (219) 865-4228 Fax (219) 865-4233**

**2019 Application for Certificate of Registration  
Contractors and Sub-Contractors**

Date: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Signature of Applicant: (Required) \_\_\_\_\_

**Business Owner Information (Required)**

Owner Name: \_\_\_\_\_

Residential Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_ Home/Mobile Phone: \_\_\_\_\_

(Office Use Only)

Receipt # \_\_\_\_\_

Registration # \_\_\_\_\_

**\*NOTE: THIS REGISTRATION EXPIRES DECEMBER 31, 2019**



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**To All Contractors:**

Under the terms of the Dyer Town Code, Chapter 4, Division 8, your Contractor's Registration with the Town of Dyer will expire on December 31, 2019.

If you intend to obtain your 2019 Contractor's Registration for the Town of Dyer, please submit the following documents:

1. A completed application form (see other side),
2. \$50.00 Registration Fee,
3. A current \$5,000.00 Bond, which must be recorded in Crown Point at the Lake County Government Center (2293 N. Main Street, 219-755-3730). If a copy of the original bond displaying the County recorder's stamp is on file with the building department, the **continuation certificate for that same bond number does not need to display the recorder's stamp.**
4. A Certificate of Insurance in an amount greater than or equal to \$500,000.00 for single-limit coverage for bodily injury and property damage. The Certificate of Insurance must show the Town of Dyer as a certificate holder.

**ALL FOUR OF THE DOCUMENTS LISTED ABOVE MUST BE SUBMITTED TOGETHER.** This will avoid any confusion and will assure that your application is processed promptly. We will have no choice but to return your check if you do not submit the proper documentation. If received via mail or fax we will mail out the Contractor's License to the address listed.

**THE ORDINANCE DEALING WITH THE EXPIRATION OF BUILDING, ELECTRICAL, AND PLUMBING PERMITS HAS CHANGED.**

1. If the work described in any permit has not begun within 90 days from the state of issuance, the permit will expire and will be canceled.
2. If the work described in a permit has a construction value less than \$600,000.00 and has not been substantially completed within 1 year of the date of issuance, said permit shall expire and a new permit will be required to complete the work which is based on the dollar amount to complete the remainder of work.
3. If the work described in an improvement location permit exceeds \$600,000.00 of construction cost, the permit shall be valid for a period of 2 years from the date of issuance.

The date of issuance shall be defined as the date on which the improvement location permit becomes available for pick up at the Clerk-Treasurer's Office in the Dyer Town Hall.

**\*Note: PLUMBING CONTRACTORS MUST ATTACH COPY OF STATE PLUMBING LICENSE FOR ALL EMPLOYEES**