

CITY OF HOBART

Building Department, 414 Main Street, Hobart, IN 46342 - 219-942-1722
building@cityofhobart.org

CONTRACTOR LICENSE REQUIREMENTS

ALL LICENSES EXPIRES DECEMBER 31ST OF EACH CALENDER YEAR.

All Contractors must obtain proper licensing and permits prior to performing work in the City of Hobart. Failure to do so may result in citations and/or fines.

- **SUBCONTRACTOR LICENSES do not require testing. If you are not sure what type of license your work requires, please give us a call. NOTE: If your company hires other subs to perform the work, you must be a licensed General Contractor.**

TESTING REQUIREMENTS-

Please contact the Building Department for testing information

A test is required for the following licenses:

- **GENERAL COMMERCIAL:** This is an open-book test. This license will allow the contractor to conduct and manage permitted commercial projects.
- **GENERAL RESIDENTIAL:** This is an open book test. This license will allow the contractor to conduct and manage residential projects.
- **ELECTRICAL:** This is an open book test. This license will allow the contractor to perform permitted electrical projects.
- **HVAC:** This is an open book test. This license will allow the contractor to perform permitted heating, ventilation, and air conditioning projects.
- **PLUMBING:** Plumbing contractors are required to be licensed through the State of Indiana Plumbing Commission. Proof of current State licensure as a Plumbing Contractor must be provided to the City of Hobart. No other testing is required by the City; however, a license with the City of Hobart must be obtained. This license will allow the contractor to perform permitted plumbing projects.

The Building Department may (at the discretion of the Building Commissioner) offer an exception to testing requirements if an owner or employee of the Company can provide passing results for a comparable exam. These test results must be reviewed and approved by the City prior to acceptance. Please allow up to 10 business days for review.

APPLICATION REQUIREMENTS-

LICENSING FEES: New License = \$250 Renewal of License = \$75

BOND REQUIREMENTS-

License and Permit Bonds, as well as Continuation Certificates, must be RECORDED with the Lake County Indiana Recorder’s Office before we can accept it. **Bond amount must be a minimum of \$5000.00.** The following verbiage must be included on your bond in its entirety: **"The Board of Commissioners of the County of Lake, State of Indiana, and all cities, towns & municipalities within."**

If you currently have a CONTINUATION CERTIFICATE, you must provide a copy of the original LICENSE & PERMIT BOND which it continues. If you need further assistance with recording information you may contact the Office of the Recorder of Lake County, Indiana, located in the Lake County Government Complex in Crown Point, Indiana at 219-755-3730.

CERTIFICATE OF INSURANCE REQUIREMENTS

Certificate Holder: **City of Hobart, 414 Main Street, Hobart, IN 46342**

General Liability:	Each Occurrence	Minimum of \$500,000
	General Aggregate	Minimum of \$1,000,000
Worker’s Compensation	Each Accident	Minimum of \$100,000
	Disease Each Employee	Minimum of \$100,000
	Disease Policy Limit	Minimum of \$500,000

(Must comply with Indiana Worker’s Compensation laws.)

CHECK LIST

CHECK LIST – please verify all items listed below have been included in your submittal on opengov

- Recorded Bond (must have lake county stamp on it)
- Certificate of Insurance (General Liability & Workers Comp)
- Copy of Company Owner’s Driver’s License
- Payments can be made through OpenGov with a Credit Card
- If you prefer to pay with cash or check, you will need to come into the building to pay. All Checks can be made payable to “City of Hobart”