



CITY OF EVANSVILLE  
CIVIC CENTER COMPLEX, ROOM 300  
1 NW MLK JR. BLVD.  
EVANSVILLE, IN 47708

## **SIDEWALK CONTRACTOR LICENSE**

*(Evansville Municipal Code Chapter 12.05.260 Licensing of Sidewalk Contractors)*

### **APPLICATION SUBMISSION**

All individuals must obtain a license from the City Controller's Office under the provisions of the Licensing of Sidewalk Contractors Ordinance of the Evansville Municipal Code 12.05.260, stating that no person shall engage in the business of sidewalk contractor or in the business of laying any concrete work or setting any stone curbing in the streets, alleys, sidewalks, or public grounds of the City without first having obtained a license. A separate license shall be required for each location and separate business.

City Controller's Office  
Attn: License Clerk  
Civic Center Complex  
1 NW MLK Jr Blvd, Room 300  
Evansville, IN 47708.

Please note that incomplete applications will be rejected. Should you have any questions regarding the licensing process, please contact the City Controller's office at 812-436-4919.

### **LICENSE FEE SCHEDULE**

License Application Fee: **\$10.00**

### **LICENSE FEE PAYMENT**

The License Application Fee is an annual fee that is payable to the City of Evansville. The License Application Fee is due at the time of application. Whenever a license is not approved or is refused, any license fee paid in advance shall be refunded to the applicant (EMC 5.05.020).

Payment of the fees can be made by check, cashier's check, or money order. Please ensure that your check or money order is made payable to the City of Evansville. Please note that failure to pay the fees in full or accurately may result in revocation of your license.

### **APPLICATION APPROVAL**

Applicants shall receive notification regarding the approval of their License Application within ten (10) business days of the receipt of a complete License Application. It is important to note that License Applications shall only be deemed complete when all the requested information has been supplied by the applicant and all fees have been paid.

Applicants will receive a copy of the approved application and license certificate from the City Controller's Office.

### **EXPIRATION AND RENEWAL OF LICENSE**

It is imperative to note that licenses for Pawnbroker expire annually on the 31st of December, and as such, must be renewed before the expiration date. The renewal process requires the submission of a new application to the City Controller before the license expires.



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FEE \$10.00 PERMIT: BEGINNING DATE \_\_\_\_\_ ENDING DATE 12/31/\_\_\_\_\_

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BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

BUSINESS PHONE NUMBER \_\_\_\_\_

\*\*\*\*\*

OWNER'S NAME \_\_\_\_\_

OWNER'S ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OWNER'S PHONE NUMBER \_\_\_\_\_

\*\*\*\*\*

I, \_\_\_\_\_, state that the facts contained in and attached to this application are true, as I am informed and verily believe.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

\*\*\*\*\*

**ATTACH THE FOLLOWING:**

1. **SURETY BOND:** All applicants for a sidewalk contractor license shall file with the Board of Public Works a bond in the penal sum of \$5,000.00 with good and sufficient surety to be approved by the board and conditional that the work will be according to plans and specifications and all requirements of this code and ordinances of the City, and the all construction under any permit issued pursuant to EMC 12.05.260 will be completed within a reasonable time, the time to be determined by the City Engineer. The bond will insure to the benefit of both the city and the person for whom the work is being done and shall indemnify and save the City harmless from any liability arising out of the work.

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**FOR THE CONTROLLER'S OFFICE, USE ONLY**

CHECK NUMBER \_\_\_\_\_ BUSINESS ACCT # \_\_\_\_\_

LICENSE CLERK \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_

**12.05.260 Licensing of sidewalk contractors.**

(A) No person shall engage in the business of sidewalk contractor or in the business of laying any concrete work or setting any stone curbing in the streets, alleys, sidewalks, or public grounds of the City without first having obtained a license. The annual license fee for a sidewalk contractor shall be \$10.00.

(B) All applicants for a sidewalk contractor license shall file with the Board of Public Works a bond in the penal sum of \$5,000 with good and sufficient surety to be approved by the board and conditioned that the work will be according to plans and specifications and all requirements of this code and ordinances of the City, and that all construction under any permit issued pursuant to this chapter will be completed within a reasonable time, the time to be determined by the City Engineer. The bond will inure to the benefit of both the City and the person for whom the work is being done and shall indemnify and save the City harmless from any liability arising out of the work.

(C) All work shall be done according to plans, specifications, and the code and ordinances of the City. All work shall be properly barricaded and warning lights shall be kept on the barricades from one-half hour after sunset to one-half hour before sunrise.

(D) The Board of Public Works may establish rules and regulations for the effective implementation of this section. [Ord. G-67-12, passed 8-21-67. 1962 Code § 903.05; 1982 Code § 96.24; 1983 Code § 9.96.24.]

**Cross-reference:** Contractor licensing, Chapter 5.70 EMC; abatement of nuisances, EMC 8.10.020.