



**Board of Public Works  
& City Engineer's Office**  
1 NW MLK Jr Blvd Ste 321  
Evansville, IN 47708  
812-436-4990

## Sidewalk Contractor License Application

per EMC 12.05.260

### APPLICANT AND BUSINESS INFORMATION

Name:	
Address:	
Phone Number:	Email:
Emergency Contact Name and Phone Number:	
Business Name:	
Business Address:	
Business Phone Number:	Business Email:

#### Terms and Conditions:

1. All improvements or facilities shall be installed according to [CITY STANDARDS, SPECIFICATIONS](#), and Municipal Codes, including [CHAPTER 12.05 OF THE EVANSVILLE MUNICIPAL CODE](#). Additionally, Contractors shall comply with any further conditions set forth by the City Engineer's Office or Board of Public Works.
  - a. Failure to comply with the City Standards, Specifications, and Municipal Codes, specifically Chapter 12.05 of the Evansville Municipal Code, subjects the Contractor to the penalties set forth in [12.05.560 OF THE EVANSVILLE MUNICIPAL CODE](#).
  - b. Contractor shall apply for a Right-of-Way Permit for each project location in a right-of-way on our website: <https://evcityeng.maps.arcgis.com/apps/webappviewer/index.html?id=241e5116b78f44d1b6f27cb1230fc40d>
  - c. Contractor shall submit an annual Surety Bond in the amount of \$5000 before any work is to commence within the City's Right-of-Way.
2. The Contractor must locate all utilities by calling 811 or 800-382-5544 at least two days before any excavation.
3. Upon completion of any work allowed under this License, the area shall be restored to the original condition or improved unless otherwise stated by the City Engineer's Office. Contractor agrees to replace entire sidewalk slab; no partial slab pours will be considered.
4. The Contractor agrees to reimburse the City for any expense caused by settling after installation or any other damage caused to the roadway, curb, sidewalk, or any other infrastructure within the City right-of-way as a result of the work performed under this License.
5. It is understood that any License granted by virtue of this request is revocable at the pleasure of the City at any time for any reason.
6. The Contractor agrees to indemnify and hold the City harmless for any and all claims, damages, losses, and expenses including attorneys' fees for all actions permitted and/or arising under this License. The undersigned assumes all obligations for the proper maintenance of any facility or improvement to be installed and agrees to indemnify and hold the city harmless in the construction, operation, and maintenance thereof.
7. Traffic control for construction and maintenance activities in the right-of-way shall conform to and be in accordance with the [INDIANA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES](#).
8. [BOARD OF PUBLIC SAFETY](#) must be contacted one week prior to any road closures or lane restrictions.
9. Contractors are responsible to obtain any other necessary approvals including, but not limited to, Zoning Code Permits, the Board of Public Safety, State and Federal Permits.

\_\_\_\_\_ (Initial here) By signing below, you agree to all Terms and Conditions stated above and you acknowledge that you have been given an opportunity to read it before being asked to sign.

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

Submit this completed application, the \$10 annual application fee, and a \$5000 Surety Bond to the City Controller's Office.

Each license expires on December 31<sup>st</sup> of each year, and it is the responsibility of the license holder to renew.

Email [engineeringpermits@evansville.in.gov](mailto:engineeringpermits@evansville.in.gov) with any questions.

### CONTROLLER'S OFFICE USE ONLY

CHECK NUMBER \_\_\_\_\_ RECEIPT NUMBER \_\_\_\_\_ LICENSE CLERK \_\_\_\_\_  
ACCOUNT NUMBER \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_ BILL NUMBER \_\_\_\_\_

Rev 01.15.2026