

**Shelby County Inspectors Office
25 West Polk Street, Room 201
Shelbyville, Indiana 46176
Phone: 317-392-6480**

TO: BUILDING CONTRACTORS

The Shelby County Commissioners have adopted an ordinance for all contractors to be registered with Shelby County. I have enclosed an application for 2009 for you. Please fill out your application and return it to our office as soon as possible. The fee for the registration card will be \$50.00.

MAKE CHECKS PAYABLE TO: SHELBY COUNTY INSPECTOR'S OFFICE

**RETURN TO: SHELBY COUNTY INSPECTORS
25 WEST POLK STREET, RM 201
SHELBYVILLE, INDIANA 46176**

If you have any questions, please call our office at (317) 392-6480.

Sincerely,

Mandi Walterman
Office Manager

Enclosure(s)

List of Information Needed

1. Application must be completed and signed.
2. Certificate of general liability insurance with an expiration date.
3. \$5,000.00 surety bond made payable to Shelby County Commissioner with an expiration date.
4. A check must also be enclosed for \$50.00.

If all information is not enclosed, the county building contractors' license cannot be issued.

If all information is not received, applications will be held and the contractors will not be permitted to work in the county.

Fines will be assessed if building contractors are found working without the county building contractors license on file.