



CITY OF LAKE STATION  
**BUILDING DEPARTMENT**

3701 FAIRVIEW AVE.  
LAKE STATION, IN 46405  
PH: 962.4444  
FX: 962.4444

*“Keep this Reminder for your Files”*

**All Contractor License Renewal Fees @ \$50.00**

All licenses shall expire at the end of each calendar year on December 31<sup>st</sup>, and shall be renewed annually **\*NO LATER THAN FEBRUARY 1<sup>st</sup> of EACH YEAR\***

**After February 1<sup>st</sup>:** All Sub-Contractor ‘Specialty’ Licenses shall be @ \$65.00 (\$50.00 for a license + \$15.00 Reg. Fee)

All General Contractor Licenses shall be @ \$115.00 (\$100.00 for a license + \$15.00 Registrant Fee)

**All checks or money orders to be made payable to the “City of Lake Station”  
A self-addressed, stamped envelope is to be enclosed for mail-in renewals.**

**\*A current copy of your insurance & recorded Lake County Bond must be on file to insure issuance of license renewals.**

**INSURANCE:** General Liability & Property Damage to be a minimum of \$500,000 & Workman’s Comp.

**BOND:** \$5,000 Surety Bond made out to ‘All cities & Towns in Lake County Indiana’  
Copy of Bond for our files, must have Recorder’s Stamp. (Per: State Law H-137)  
Bond to be recorded @ Lake County Government Complex  
2293 Main St. Crown Point, IN 46307 Ph: 219.755.3000

*(Plumbing Contractors: A copy of the State Plumbing License is required)*

**NOTE: No other notices to be sent for yearly license renewals**

Electrical Exam is required after February 1<sup>st</sup>.....General Contractor Exam is required after February 1<sup>st</sup>.

**All contractors shall plainly & prominently display the company name & phone number on all vehicles.**

From: \_\_\_\_\_  
Vince Steponik, Bldg. Dept. Administrator