DEKALB COUNTY BUILDING DEPARTMENT
301 SOUTH UNION STREET AUBURN, IN 46706
Telephone (260) 925-3021 Fax (260) 927-4791
buildingdept@co.dekalb.in.us

2024 CONTRACTOR REGISTRATION

ANNUAL FEE $20.00 **REGISTRATION #**_____
(FOR OFFICE USE ONLY)

PLEASE PRINT CLEARLY

DATE _____

OWNERS NAME _____

BUSINESS NAME _____

BUSINESS ADDRESS _____ CITY _____STATE _____ZIP _____

BUSINESS PHONE# _____ CELL PHONE# _____

CONTACT PERSON _____ EMAIL _____

MAILING ADDRESS **(IF DIFFERENT FROM ABOVE)** _____

INSURANCE COMPANY _____

EXPIRATION DATE _____ AMOUNT OF INSURANCE _____

TYPE OF CONTRACTOR
(CHECK THE ITEM THAT BEST DESCRIBES WHAT YOU ARE REGISTERING FOR)

GENERAL _____

PLUMBERS STATE LICENSE # _____

OTHER *(PLEASE DESCRIBE)* _____

Please be sure to include all the requirements:

- Completed application
- Plumbers include a copy of your state plumbers license
- $20.00 fee ***Pay online: https://www.paylocalgov.com/Payment/SelectEntity/909***
- Certificate of Liability Insurance (Minimum of $500,000.00), DeKalb County Government must be listed as certificate holder (**Please do not assume we already have your certificate of liability insurance from the previous year. You must have the insurance company fax or email**).
- Email this application with a copy of your insurance certificate and receipt: buildingdept@co.dekalb.in.us
- **Absolutely, NO permits will be issued until contractors are completely registered**.
  All permits require inspections, including a final

Please make check payable to the DeKalb County Building Department if mailing application

Must email a copy of your receipt for online payments