



City of Portage Building Department

6070 Central Avenue Portage, Indiana 46368

Telephone 219-762-4204 Fax 219-764-5749

Douglas Sweeney, Building Commissioner

It is time to renew your Plumbing Registration with the City of Portage for the year 2019. You need to check your expiration date on your 2018 license as we are no longer using January to December licensing dates. The renewal application fee is \$25.00 and renewal fee is \$50.00 for a total of **\$75.00.** Failure to renew prior to your expiration date, will require you to meet all requirements for a new licensee. **INCLUDE A STAMPED SELF ADDRESSED ENVELOPE TO HAVE YOUR LICENSE RETURNED TO YOU.**

A current copy of your state license, certificate of insurance, and Porter County Bond must be on file with our office in order to process your license.

If you have any questions, please call Judy Alvey at 764-5738.

***PLEASE NOTE: The Contact Person must be the same as that of the person who applied for the plumbing registration. Make checks payable to the City of Portage.**

DETACH THIS BOTTOM PORTION AND RETURN WITH CHECK

APPLICATION FOR PLUMBING REGISTRATION

DATE: _____

COMPANY NAME: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____ PHONE: _____

E-MAIL: _____ STATE REVENUE NUMBER _____

*LICENSED CONTACT PERSON: _____

DO NOT WRITE BELOW THIS LINE

LICENSE # _____

RECEIPT # _____

BOND EXPIRES _____

INS. EXPIRES _____

DATE REC'D _____

STATE LIC. _____

DATE RETURNED _____

CLERK REC'D _____