



Building Department
222 N Chauncey Ave.
West Lafayette, Indiana 47906
Phone: 765-775-5130
building@westlafayette.in.gov

**CITY OF WEST LAFAYETTE
CONTRACTOR BONDING REQUIREMENTS
Effective October 4, 2021**

Bonds must be on file with our office before a building permit is issued and before contractor may perform any permitted work within the city limits.

Bond/license requirement with General Contractor:

General Contractor Bond and State Plumbing license verification. (No plumbing bond just license verification)

Bond/license requirements without General Contractor:

Carpentry or Structural	Concrete <i>(must also have Certificate of Liability Insurance on file)</i>
Electrical/Solar	Excavating <i>(must also have Certificate of Liability Insurance on file)</i>
Fire Suppression	Heating & Air Conditioning
Masonry Work, Stone Masonry, Brickwork	Sign Contractor
Plumbing <i>(must also have Indiana plumbing license number on file)</i>	
Pool Contractor	

Guidelines:

- License & Permit bonds/Certificates of Liability Insurance may be obtained through your insurance carrier.
- The City of West Lafayette should be listed as the “obligee”.
- General contractors must be bonded for \$25,000.
- Other contractors must be bonded for \$5,000 per trade and must list on the bond what trade(s) they are covered to perform. The bond must be increased in value by \$5,000 per trade listed.
- The term of the bond is established by the bonding company, typically its one year from the issue date. Occasionally it is a continual bond and will continue in force until cancelled.
- **The bond must be an original, or it is not valid, and cannot be processed.** CAUTION: Many bonds are now printed from an internet source and are not easily identified as originals. Make sure the bond can be identified as an original with a raised seal, or a sticker.
- The bond must be signed by the principal (original signature) and must have the corresponding Power of Attorney attached.
- Once expired, bonds may be continued in two ways; a new bond may be issued (in which case they must go through the bonding requirement process again), or, if the customer is continuing their existing bond, they may use a “Continuation Certificate”.