



Office of the City Engineer

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**CITY OF WEST LAFAYETTE
CONTRACTOR BONDING REQUIREMENTS**

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

A building permit will not be issued until all bonds are in place.

Bonds are required for the following trades:

General Contractor
Concrete
Electrical
Heating & Air Conditioning
Masonry Work, Stone Masonry, Brickwork
Carpentry or Structural
Excavating
Fire Suppression
Sign Contractor
Plumbing*

*(*must also have Indiana plumbing license number on file)*

Guidelines:

- License & Permit bonds 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. Sub-contractors must be bonded for \$5,000 per trade.
- Sub-contractors must list on the bond what trade(s) they are covered to perform.
- Sub-contractors may be covered for more than one trade on a bond, but the bond must list each trade he is covered to perform and it must be increased in value by \$5,000 per trade.
- 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. You may also print the bond in color.
- 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".