



MICHIGAN CITY INDIANA

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TO: Tree Care Services
FROM: Michigan City Tree Board
DATE: December 7, 2018

RE: LICENSE RENEWAL FOR CALENDAR YEAR 2019

REMINDER / NOTICE

This is a reminder that in order for any person or firm to engage in the business or occupation of pruning, treating, or removing any City trees and/or private trees within the city you must first apply for and procure a City Arborist License. Licenses are good for one year and expire on December 31st of each calendar year.

You may obtain your license at the City Controller's Office, City Hall, 100 East Michigan Boulevard, Michigan City, Indiana. The fee shall be \$150.00 for a new license and \$100.00 for annual renewal. You have until March 31st of the renewal year to renew your license. If you perform work prior to that date, please obtain your license in advance. After March 31st of the renewal year, a late fee of \$200.00 will be charged. You must provide proof of liability insurance (with the City of Michigan City Tree Board listed as certificate holder) at the time of application in the minimum amounts of a combined single limit of \$500,000 for bodily injury, death, and/or property damage. In order to chemically treat private and/or public trees, you must provide proof of State Chemical Application Certification. You will note that you may not operate under another tree service's license.

Please note Section 102-44 of the Michigan City Code of Ordinances- Removal of Stumps and Other Debris which states all contractors are responsible for the removal and disposal of all debris from any tree pruning or removal they perform, and all stumps and debris shall be removed within one week of completion of work.

You will also note the Common Council adopted Ordinance #3814 Regulating Vehicle Identification Signs. You may obtain a copy of that ordinance at the City Clerk's Office in City Hall.

Thank you for your attention in this matter.

RON MEER – MAYOR

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