



ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

St. Joseph County Department of Health

"Promoting physical and mental health and facilitating the prevention of disease, injury and disability for all St. Joseph County residents"

Robert Einterz, M.D.
Health Officer

Mark D. Fox, M.D., PhD, MPH
Deputy Health Officer

Heidi Beidinger-Burnett, PhD, MPH
President, Board of Health

Jason Marker, M.D.
Vice President, Board of Health

CONTRACTOR REGISTRATION - WELL **Valid January 31, 2021 through January 31, 2022**

January 4, 2021

RE: 2021 Contractor's Registration for Well Drillers

To: St. Joseph County Well Drillers

As of January 31, 2021, your Contractor Registration will expire. Please complete the enclosed application in its entirety and return it to the Department of Health, before January 31, 2021. Also send a renewal of your surety bond in the amount of **\$10,000.00** (**Made payable to the St. Joseph County Department of Health with an expiration date of January 31, 2022**), a copy of all DNR Well Drilling Licenses for each driller, and your registration fee in the amount of **\$175.00**.

Our office will accept a business check, money order, cashier's check, or cash. The Department of Health also accepts Visa, MasterCard, and Discover; however, we DO NOT have the capability to accept credit cards over the phone. **No personal checks are accepted.** Our office hours during the month of January are 8:00 a.m. to 4:00 p.m., Monday through Friday (our office will be closed Monday, January 18th in observance of the Martin Luther King Jr., Holiday).

Registrations will be accepted through the mail for your convenience. To receive your Contractor Registration through the mail, please include a copy of all drillers DNR Well Drilling Licenses, your surety bond in the amount of \$10,000, a self-addressed stamped envelope, completed waiver for each well driller, your renewal application, and the **\$175.00** renewal fee. If you prefer, a representative from your business can also come to our office to apply and pick up the registration in person.

NOTE: At least (1) driller from the company must have passed the County Well Driller's Exam, and that person must be indicated on the application prior to a Contractor Registration Certificate being issued. The Department of Health is waiving the annual testing requirements for Well Drillers if they are in good standing and have a completed Annual Well Driller Testing Waiver on file. If the waiver is not on file, the Well Driller will have to pass the exam.

If you have any questions, please feel free to call our office at (574) 235-9721 between the hours of 8:00 a.m. and 4:30 p.m.

Sincerely,

Mark Espich
Environmental Health Director

Please send all electronic correspondence for the Environmental Health Unit to envirohd@sjcindiana.com

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