



Wrecking Reciprocal Information

Licensing is at the discretion of the local municipality in the state of Indiana. There is not a state wrecking license.

Types of Licenses

- Wrecking “A” – Unrestricted
- Wrecking “C” – Structures up to 50 feet or three stories, whichever is less

Minimum application requirements to go before the Board of Wrecking Examiners:

The applicant must submit the following to the Board of Wrecking Examiners at least ten (10) business days before the board meeting and the applicant’s name must be placed on the board agenda:

1. Wrecking exam application.
2. Resume with work experience
3. An original letter from the city or state sponsoring the exam, on letterhead and signed by a local building official. The letter should state that it was a Prometric (formerly Thomson Prometric, Exporior Assessments LLC, and Block) or Prov, Inc. exam, the exam type, exam date, exam score, the passing grade required for the jurisdiction, and the current status of the license. No copies will be accepted.
 - a. For Indianapolis reciprocity, the exam score must be a minimum of 75% for an “A” and “C” license.
4. Four (4) signed letters of personal reference from employers or customers. The letters of reference must be for the person applying, not their company. Letters of reference must total 6 years of experience for the “A” license and 2 years for the “C” license.
 - a. Three letters of reference should include the number of years worked, the month and the year the work was completed and a detailed description of the kind of work done (including the height and type of structures demolished).
 - b. The letters should be from employers or, if the applicant has been independently employed outside of the County, the letters may be from clients who have utilized the applicant’s services. (No more than one letter from the same employer or client.)
5. A timeline of wrecking projects; this should include:

-Project name	-Date(s) wrecked	-Height of structure
-Type of structure	-Address	-Square footage
-Your role on the project	-Project contact information	-Building material
6. Photocopy of driver’s license
7. If applicable, copies of current licenses, safety certificates, technical certificates from university or trade school courses, and union cards.

It is required by City Ordinance that the above seven (7) items be submitted to the Board of Wrecking Examiners for an applicant to be considered for a reciprocal license.



Application Process

1. The applicant submits the application packet to the Board Coordinator at least ten (10) business days before the board meeting.
2. The Board of Wrecking Examiners will review the application at a regular meeting. If approved, the Board will invite the applicant in for an interview at the next scheduled meeting.
3. The applicant appears before the Board of Wrecking Examiners for an interview. The Board determines if the applicant meets the requirements for a reciprocal license.
4. If approved, the Board will provide orientation to the applicant.
5. If approved, the applicant may then immediately apply for the license by submitting applications, surety bond, general liability insurance, workman's compensation coverage, and paying the fees due to the licensing department.

The applicant is not licensed until the paperwork and fees are filed.

Board Meeting Dates

The Board of Wrecking Examiners meets the fourth Monday of each month at 1:00pm.

Deadline for submittal of exam packet:

January 13, 2025
February 10, 2025
March 10, 2025
April 14, 2025
June 9, 2025
July 14, 2025
August 11, 2025
September 8, 2025
October 13, 2025
November 10, 2025
January 12, 2026

Meeting Date:

January 27, 2025
February 24, 2025
March 24, 2025
April 28, 2025
June 23, 2025
July 28, 2025
August 25, 2025
September 22, 2025
October 27, 2025
November 24, 2025
January 26, 2026

Exam Packet Submittal

Exam packets can be:

- Emailed to Jessica.Knight@indy.gov
- Faxed to 317-327-8401 to Jessica Knight's attention
- Mailed to Board of Wrecking Examiners
200 E. Washington Street, Suite 107
Indianapolis, IN 46204

Questions

If you have any questions, please contact Jessica Knight, License and Board Liaison Coordinator, at Jessica.Knight@indy.gov or 317-327-8467.

Wrecking Reciprocal Application

Name: _____ Age: _____

Home address: _____

City: _____ State: _____ ZIP code: _____

Work address: _____

City: _____ State: _____ ZIP code: _____

Work phone #: _____ Fax #: _____ Personal phone #: _____

Email address: _____

Educational background in trade: _____

Experience

Years of experience: Residential _____ Commercial _____ Industrial _____ Total Years _____

Present employer: _____ No. Yrs. _____

Specific duties: _____

Previous employer: _____ No. Yrs. _____

Specific duties: _____

Previous employer: _____ No. Yrs. _____

Specific duties: _____

Type of license requested (please check box): ☐ Wrecking "A" (Unrestricted)
☐ Wrecking "C" (Up to 50FT/3 Stories)

Name four people who are familiar with your work. (Submit with four reference letters pertaining to demolition experience.)

1. _____ 2. _____ 3. _____ 4. _____

Why do you desire a license for Marion County? _____

Have you ever taken a Prometric, Inc. (formerly Thomson Prometric, Exporior Assessments, and Block and Associates) or Prov, Inc. exam? ☐ YES ☐ NO If yes, list exam location and date. _____

What heavy equipment have you operated? _____

Signature of applicant: _____ Date: _____

Application approved: ☐ Yes ☐ No Date: _____

Board Member

Board Member

Board Member

Board Member

2025 Board of Wrecking Examiners Policies

1. Passing score for the 2025 Demolition examination is 70.0% for both the “A” licenses and “C” licenses. The appropriate application must be completed and submitted to the Board. Applicants approved by the Board may take the license exam two times with the following exam score stipulations:
 - a. If the applicant scores between 65% to 69%, the applicant may retest one time within a six (6) month period after the date of the first test without reappearing before the Board.
 - b. If the applicant scores less than 65%, the applicant must reappear before the Board and give evidence that improvement has been made in areas of weakness before the applicant may retest.
2. A one-year waiting period will be required if the applicant does not pass the second examination. At that time, the applicant must reappear before the Board and provide documentation that the applicant has improved in areas of weakness or show evidence of additional work experience or schooling.
3. The minimum number of years’ experience after reaching the age of 17 years old as required by the Code of Indianapolis-Marion County for a wrecking license are as follows:
 - “A” license – 6 years
 - “C” license – 2 years
4. Four (4) current letters of personal reference must be forwarded with the application.
Please note: The Board of Wrecking *will reject* reference letters submitted without signatures.
 - a. The purpose of at least three personal letters of reference is to verify that the applicant has the required number of years of experience and that the experience encompassed the various aspects of the work allowed under the requested license.
 - i. The three personal letters of reference should include the number of years worked, the month and year the work was completed and a detailed description of the kind of work done (including the height and type of the structures demolished).
 - ii. The letters should be from employers or, if the applicant has been independently employed outside the county, the letters may be from clients who have utilized the applicant’s services. (not more than one letter from the same employer or client.)
 - b. The fourth may be a personal character reference letter.
 - c. References must be personal in nature for the applicant and not written for their employing company.
 - d. Reference letters must be dated within the past 12 months.
5. Any applicant applying for approval to take an examination or a reciprocal license must submit the application at one Board meeting with no action taken until the next board meeting. The applicant does not have to appear before the Board for the submittal of the application, but the applicant does have to appear before the Board for approval of the reciprocal license or to take the exam.
6. The applicant must appear in person before the Board for approval to take the exam. The applicant will be notified when to appear.
7. Selling a license or lack of proper supervision will not be tolerated.
8. An examination applicant who was approved by the City of Indianapolis-Marion County Board of Wrecking Examiners to test but did not take the test, may take the approved examination any time within the two-year period from the date approval was granted by the Board. If more than two years has elapsed, the applicant must appear in person to provide documentation that the applicant has worked within the demolition field during the previous two years.
9. The Board may waive any provision of these “Procedures” by unanimous vote of the attending Board members at its meeting.

The above guidelines are recommended but in no way limit the action taken by the Board in all circumstances.

Sources for Reference Material Information and Code Books for Wrecking and Demolition

Code Books:

The Architectural Center Bookstore

1028 Shelby Street
Indianapolis, IN 46203
888-472-2578 or 317-634-3871

Builders Book Depot

1033 E. Jefferson St., Ste. 500
Phoenix, AZ 85034
877-624-2562

ICC Bookstore

International Code Council
800-BNI-BOOK

Prov Bookstore

10234 South 2460 East
Sandy, Utah 84092
Toll Free: 866-720-7768
<https://provexam.com/bookstore/>