



NON-CONSENSUAL TOW BUSINESS LICENSE REQUIREMENTS INFORMATION

Please submit all required documentation, outlined below, as required for the filing status in which you are applying. Once you complete the application(s) and obtain the required documents, please submit all documents together for processing. Documents may be submitted via email to Licensing@indy.gov or mailed to the address shown in the top, left-hand corner of this page.

Non-consensual tow business licenses are issued for a one-year term from the date of issuance.

☐ COMPLETED NON-CONSENSUAL TOW BUSINESS LICENSE APPLICATION

☐ PROOF OF BUSINESS REGISTRATION

- The business name on the documentation must match the business name as it is registered, if registration is required.
- **SOLE PROPRIETORS AND GENERAL PARTNERSHIPS**
 - Business name should be listed as: “‘Owner(s) Name’ DBA (doing business as) ‘Business Name’”.
 - If the DBA includes the surname(s) of the proprietor or partners, registration of the business name is not required.
 - If the DBA does not include the surname(s) of the proprietor or partners, the DBA must be registered in the county in which the business originates. Proof of the DBA registration must be submitted with this application. If the county does not record DBA information, submit a letter from the county stating their policy.
- **LIMITED PARTNERSHIPS, LIMITED LIABILITY PARTNERSHIPS, LIMITED LIABILITY COMPANIES, and CORPORATIONS**
 - Proof of registration with the Indiana Secretary of State.
 - Contact Information for Indiana Secretary of State:
<https://inbiz.in.gov>
(317)232-6576

☐ ANNUAL LICENSE FEE(S)

- The annual license fee for the business is \$145.00; and
- An additional \$21.00 for every five (5) tow truck operators employed or contracted by the business. If there are four (4) or fewer operators, no additional fee is assessed.

☐ CERTIFICATE OF INSURANCE

- Provide a certificate of insurance proving coverage for the following policy types and amounts:
 - General Liability in the minimum amount of \$750,000.00
 - Automotive Liability in the minimum amount of \$500,000.00
 - Garage Keepers in the minimum amount of \$50,000.00
 - Worker’s Compensation that meets Indiana statutory requirements

☐ CURRENT VEHICLE REGISTRATION(S) FOR ALL TOW VEHICLES

☐ LIST OF FULL NAMES OF ALL PERSONS THAT WILL ACT AS TOW OPERATORS

- The *Tow Truck Operator List* can be used.

☐ COPY OF EACH TOW OPERATOR'S STATE-ISSUED DRIVERS LICENSE

☐ PASSPORT SIZED PHOTO OF EACH TOW OPERATOR

☐ FEE SCHEDULE OF ALL SERVICES PROVIDED BY BUSINESS, INCLUDING FEES THAT MAY BE ELECTIVELY ADDED