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| 1. Go to <https://permitting.schneidergis.com/> |
| 1. Login to the account **in which the Contractors profile was created.** |
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| 1. Select **Indiana** under **“state”** and select **City of Logansport** under **“jurisdiction”** which will take you to the screen below. |
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| 1. Click “**Start Renewal**”. |
| 1. You will need your Certificate of Liability with the   City of Logansport 601 E Broadway STE 303 Logansport, IN 46947  in the certificate holder box. |
| 1. Complete all questions that pertain to your business and click next at the bottom of each screen. |
| 1. Payments can be made online (with a $1 convenience fee), by mailing a check to the office, or by cash brought into the office. |