



HEATING, VENTILATION & AC PERMIT APPLICATION

OFFICE USE ONLY	
PERMIT #	_____
PERMIT FEE \$	_____
DATE	_____

Site Address _____ Date _____

Owner/Occupant _____ Phone _____

New Building Existing Building New Addition Remodel

\$26.25 BASE FEE / PERMIT – Fee Schedule Available Upon Request

<input type="checkbox"/> GAS FURNACE	<input type="checkbox"/> GAS BOILER	<input type="checkbox"/> ELECTRIC HEAT	<input type="checkbox"/> OTHER
# Units _____	Furnace / Electric Heat / Boiler _____ (List all sizes: i.e. 1 @ 75M, 3@40M, 1 @15KW)		% EFFICIENCY _____
<u>Additional</u> _____			
OTHER EQUIPMENT: MUA;RTU;AHU;ERV (If equipment has heating & cooling, list size) _____			

ELECTRIC HEAT BASEBOARD OR NON-CENTRAL () _____

COOLING / HEAT PUMP	SIZES (TON / BTU)
# Units _____	_____ (List all sizes: i.e. 1 @ 2T or 24M, 36M)
<u>Additional</u> _____	SEER _____

CSST (Corrugated Stainless Steel Tubing) <input type="checkbox"/> ()	FUEL GAS PIPING () <input type="checkbox"/>
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REFRIGERATION: Condensing Units: 1/6 – 1/3 HP _____ (); 1/3 – 1HP _____ (); 1 HP & up _____ ()
COOLING TOWERS _____ (); WALK-IN COOLER / FREEZER _____ (); UNIT COOLER EVAPORATOR _____ ()

TOTAL VALUATION HEATING, COOLING, CSST, GAS PIPING, REFRIGERATION SECTIONS	\$ _____
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REPAIRS, ALTERATIONS, VENTILATION (i.e. ductwork, fans, hoods)	

VALUATION of REPAIRS... SECTION	\$ _____

REINSPECTION FEE applied due to incorrect address, no address posted, incomplete work, insufficient information, unable to enter site or corrections needed..... **\$60 EACH TRIP**

WORKING WITHOUT A PERMIT = double the permit fee

HVAC Contractor _____ Phone Number _____
PLEASE PRINT

Address _____
SIGNATURE OF APPLICANT PLEASE PRINT