



CITY OF LAKE CITY HVAC PERMIT APPLICATION

Required Information

Office Use Only

Permit #

**(PLEASE ALLOW MINIMUM 1 WEEK FOR PERMIT PROCESS COMPLETION)
APPLICATIONS WILL NOT BE ACCEPTED WITHOUT ALL REQUIRED DOCUMENTS
PLEASE PRINT CLEARLY**

Contractor Name: _____
License Holder: _____ Contact Phone #: _____
Date Submitted: _____ Property Parcel #: _____
Job Name: _____
Job Address: _____
Job Value: _____
Property Owner: _____
Tenant: _____

<input type="checkbox"/> Residential	<input type="checkbox"/> Stand Alone
<input type="checkbox"/> Commercial	<input type="checkbox"/> Sub for Master
Permit #	_____

***** CONTRACTOR'S LICENSE AND INSURANCES MUST BE CURRENT PRIOR TO APPLICATIONS BEING PROCESSED*****

***** IF YOU ARE THE PRIME CONTRACTOR *****

A RECORDED NOTICE OF COMMENCEMENT FOR JOBS OVER \$7500 IS REQUIRED.

****** THIS APPLIES TO BOTH RESIDENTIAL OR COMMERCIAL ******

PLEASE PROVIDE A DRAWING OF THE FLOOR PLAN

PLEASE PROVIDE ALL THE FOLLOWING INFORMATION:

NEW INSTALLATION _____

REPLACEMENT UNIT _____

TOTAL SQUARE FOOTAGE OF BUILDING _____

TYPE OF FRAME: (CIRCLE ONE)

WOOD MASONRY STEEL
REINFORCED CONCRETE OTHER

TYPE OF HEATING FUEL: (CIRCLE ONE)

GAS OIL ELECTRIC COAL OTHER

NUMBER OF BEDROOMS (RESIDENTIAL ONLY) _____

NON-RESIDENTIAL: Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use. _____

RESIDENTIAL MINIMUM FEE (UNDER \$10,000) 50.00

RESIDENTIAL FEE (OVER \$10,000 - \$50 + \$5 PER \$1000 OVER \$10,000)

_____ x \$ 5.00 = _____

COMMERCIAL MINIMUM FEE (UNDER \$10,000) 50.00

COMMERCIAL FEE (OVER \$10,000 - \$50 + \$5 PER \$1000 OVER \$10,000)

_____ x \$ 5.00 = _____

Fees Subtotal = _____

PLAN REVIEW FEES - COMMERCIAL ONLY (Calculated by this dept.)

50% OF FEE TOTAL UNDER \$50,000 = _____

25% OF FEE TOTAL OVER \$50,000 = _____

Permit Fee Total = _____

Contractor / Owner Signature: _____

Electronic Check Re-presentation Policy In the event that your check is returned unpaid for insufficient or uncollected funds, we may re-present your check electronically. In the ordinary course of business, your check will not be provided to you with your bank statement, but a copy may be obtained by contacting your financial institution. A fee may be charged if the check is re-presented electronically. Effective date is August 15, 2007.