

## Contractor information

### General guidelines

- All applicable categories must be completed on this form prior to permit issuance. The applicant shall be responsible for contacting the Building Department should any changes occur to this list prior to the completion of the permit.
- All applications must be submitted online using the [Customer Access](#) portal.
- There is no need to email us when you submit documents. Staff is notified automatically within one business day of your submission.
- Submit the document as PDF file type only.

### Required information

Applicant Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Job Address \_\_\_\_\_

Permit Number \_\_\_\_\_ Date \_\_\_\_\_

<b>Contractor</b>	<b>Company Name*</b>	<b>Phone Number</b>	<b>License Number*</b>
General			
Framing			
Foundation			
Electrical			
Plumbing			
Mechanical			
Mechanical Gas			

(\* ) This information is mandatory for all applicable categories.