

Building Permit Application

BUILDING PERMIT APPLICATION - INSTRUCTIONS: PLEASE TYPE OR PRINT (IN INK)
ALL REQUESTED DATA – (Note: An incomplete application may delay the approval process.)

RESIDENTIAL _____ **COMMERCIAL** _____ **ELECTRICAL** _____

ADDRESS: _____ SUITE/APT: _____ PARCEL #: _____

PROPERTY OWNER: _____ PHONE: _____

ADDRESS: _____

APPLICANT: _____ PHONE: _____

ADDRESS: _____

CONTRACTOR: _____ PHONE: _____

ADDRESS: _____

Georgia State Contractor License: _____ Expires: _____

EMAIL ADDRESS FOR CONTRACT PERSON (THIS PERSON TO RECEIVE NOTIFICATION ON STATUS OF PLAN REVIEW):

_____ Value of Construction: \$ _____

CLASS OF WORK: _____ NEW _____ ADDITION _____ ALTERATION _____ REPAIR _____ SHELL

_____ INTERIOR _____ SINGLE FAMILY DWELLING _____ MULTI-FAMILY RESIDENTIAL

_____ COMMERCIAL _____ OTHER

DESCRIPTION OF WORK: _____

Permit Date: _____ Permit Number: _____

*****The Building Official must approve any work commencing prior to the necessary permit being issued. In the event work commences prior to Building Official approval, the uninspected and unapproved work can be required to be removed, permit fees may be doubled, and the violation may be reported to the Georgia Secretary of State's Licensing Department for further action.**

I HEREBY CERTIFY THAT I HAVE COMPLETED, READ, AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS, ORDINANCES, POLICIES AND PROCEDURES GOVERNING THIS WORK SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. ALL PARTIES INVOLVED IN THIS WORK SHALL COMPLY WITH ALL PROVISIONS OF LOCAL, STATE AND FEDERAL LAWS, ORDINANCES, POLICIES, PROCEDURES AND REGULATIONS. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER LOCAL, STATE OR FEDERAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION. UPON PAYMENT OF ALL FEES, THIS APPLICATION BECOMES PART OF THE BUILDING PERMIT. THE PERMIT BECOMES NULL AND VOID IF THE AUTHORIZED WORK IS NOT COMMENCED WITHIN SIX MONTHS, OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A CONTINUOUS PERIOD OF SIX MONTHS AT ANY TIME AFTER INITIAL COMMENCEMENT OF THE WORK. A NEW PERMIT IS REQUIRED IN THESE CASES.

SIGNATURE: _____ DATE: _____

___ OWNER ___ CONTRACTOR ___ AGENT

******City use only below this line******

COMMENTS:

RECEIVED BY: _____ DATE: _____

APPROVED BY: _____ DATE: _____

ISSUED BY: _____ DATE: _____

PERMIT FEE: \$ _____ How Paid: Cash / Check # _____ / MO# _____

PERMIT #: _____ Delivered to : _____ via: Picked up / E-mail / Fax

Attach Scope of Work and Detailed Overview