



Contact Information Sheet

Permits with plans cannot be mailed. Please make arrangements to pick up!

NAME of Individual Responsible for Payment:

Job Site Address:

Tel # to Contact for payment: () - ext.
(Between the hours of 9:00am to 4:00pm)

Do you want to:

Pick up Permit Mail to Owner Mail to Contractor

OFFICE USE ONLY

Permit Entry Date: ___/___/___ Initials ___
Called with price of the permit: ___/___/___ Initials ___
Called permit ready: ___/___/___ Initials ___