

Building Permit Application

Permit Applicant: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor Application Date (mm/dd/yyyy): _____ Development Permit No. (if applicable): _____ Builder License ID No. (if applicable): _____	New Home Warranty No. (if applicable): _____ Estimated Start Date (mm/dd/yyyy): _____ Estimated Completion Date (mm/dd/yyyy): _____ Value of Work (labour & materials): _____
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Owner Name (printed): _____			
Mailing Address: _____	City/Town/Village: _____	Province: _____	Postal Code: _____
*Email: _____	Owners Phone #: _____	Fax #: _____	

Contracting Company Name (printed): _____		Contact Name (printed): _____	
Mailing Address: _____	City/Town/Village: _____	Province: _____	Postal Code: _____
*Email: _____	Owners Phone #: _____	Fax #: _____	

Project Location			
Municipality: _____	Subdivision/ Hamlet Name: _____	Tax Roll No.: _____	
Street/ Rural Address: _____			Unit: _____
*Legal land description is required			
Lot: _____	Block: _____	Plan: _____	LSD: _____ Quarter: _____ Section: _____ Township: _____ Range: _____ West of: _____
Directions: _____			

Description of Work (please provide a complete and detailed description of the work to be completed including all applicable drawings/ documents):

Work has not started
 Work is in progress
 Work is complete
WORK SHOULD NOT COMMENCE BEFORE PERMIT IS ISSUED / WORK MUST BE INSPECTED BEFORE COVERING

TYPE OF OCCUPANCY	TYPE OF WORK	BUILDING AREA
<input type="checkbox"/> Single Family Residential <input type="checkbox"/> Multi-Family Residential # of units: _____ <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Other (specify): _____	<input type="checkbox"/> New <input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage <input type="checkbox"/> Addition <input type="checkbox"/> Shed <input type="checkbox"/> Shop <input type="checkbox"/> Renovation <input type="checkbox"/> Secondary Suite <input type="checkbox"/> Seasonal Cabin <input type="checkbox"/> Basement Development <input type="checkbox"/> Deck <input type="checkbox"/> Swimming Pool/ Hot Tub <input type="checkbox"/> Demolition <input type="checkbox"/> Change of Occupancy/ Use <input type="checkbox"/> Relocatable Industrial <input type="checkbox"/> Roof Mounted Solar Panel <input type="checkbox"/> Temporary Structure – Removal Date: _____ <input type="checkbox"/> Manufactured/ RTM Home – Foundation Type: _____ Indicate: <input type="checkbox"/> New or <input type="checkbox"/> Relocation Year of Manufacture: _____ CSA/ QAI/ Intertek No.: _____ AMA No.: _____	<div style="text-align: right;"> <input type="checkbox"/> Feet² <input type="checkbox"/> Meters² </div> Ground floor Area: _____ 2 nd Floor Area (loft/ mezzanine): _____ Basement Floor Area: _____ Developed: <input type="checkbox"/> Yes <input type="checkbox"/> No: _____ Garage: _____ Deck: _____ Other (specify): _____ Total Developed Area: _____ Undeveloped Area: _____ # of Stories: _____

FOIP Notification: Personal information collected on this form is collected under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It is used for processing permit applications, issuing permits, safety codes compliance monitoring, verification, and program evaluation. The name of the permit holder and nature of the permit may be included on reports provided to a municipality or made available to the public as required or allowed by legislation. Questions about this collection may be directed to ASCA Coordinators at 1-888-413-0099 or at Suite 500, 10405 Jasper Avenue, Edmonton, AB T5J 3N4.

_____ Permit Applicant's Name (please print)	_____ Permit Applicant's Signature	_____ Homeowner's Signature (homeowner permit only)*
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***Homeowner Declaration:** I hereby declare I am the owner of the premises in which the work will be conducted and reside or will reside on the property. I am doing the work myself, and assume responsibility for compliance with the applicable Act and Regulations.

OFFICE USE ONLY

Other Permits Required <input type="checkbox"/> Plumbing <input type="checkbox"/> Electrical <input type="checkbox"/> Gas <input type="checkbox"/> Private Sewage <input type="checkbox"/> Not Applicable Permit Fee: \$ _____ SCC Levy: \$ _____ <small>(\$4.50 or 4% of the permit fee maximum \$560.00)</small> Travel Fee: \$ _____ Total Cost: \$ _____ Receipt No.: _____ <input type="checkbox"/> Invoiced <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Debit <input type="checkbox"/> Credit Card <input type="checkbox"/> Visa <input type="checkbox"/> MC (attach signed credit card authorization form)	<div style="border: 1px solid gray; padding: 5px; width: fit-content; margin: 0 auto;">[Received Date Stamp]</div> eSITE Permit No.: _____ Agency File No.: _____
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Visit [Where to get a Permit](#) to find out where to submit your application.