



# BUILDING PERMIT APPLICATION

295 Riverside Circle | Naples, Florida 34102  
239-213-5020

## Sign

Florida Building Code, 8<sup>th</sup> Edition

<b>Section A: Property Information</b>	
A.1. Property Address: _____	
A.2. Property Owner: _____	A.3. Parcel #: _____
A.4. Legal Description: _____	
<b>Section B: Structure Type</b>	
B.1. Building Type: <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Single Family	
B.2. Tenant Name: _____	
<b>Section C: Contractor Information</b>	
C.1. Applicant Type: <input type="checkbox"/> Contractor (Complete C.2.-C.2.5.) <input type="checkbox"/> Owner Builder (Complete C.3. - C.3.2.)	
C.2. Company Name: _____	
C.2.1. License Number: _____	C.2.2. Qualifier Name: _____
C.2.3. Company Phone: _____	C.2.4. Email: _____
C.2.5. Company Address: _____	
C.3. Owner Builder Name: _____	
C.3.1. Phone Number: _____	C.3.2. Email: _____
<b>Section D: Permit Information</b>	
D.1. Estimated Job Cost \$: _____	
D.2. Description of Work: _____ _____ _____	
<b>Section E: Permit Type (Select one permit type E.1. or E.2.)</b>	
E.1. <input type="checkbox"/> Sign	E.1.2. Electric: <input type="checkbox"/> No <input type="checkbox"/> Yes, Existing Circuit <input type="checkbox"/> Yes, New Circuit <input type="checkbox"/> Yes, Underground Wiring
E.2. <input type="checkbox"/> Flagpole	
<b>Section F: Application Terms</b>	
F.1. I have read and reviewed the permit checklist <input type="checkbox"/> Yes <input type="checkbox"/> No	
F.2. This application form has been filled out completely. I understand that if any items are left blank the application will be rejected. <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Acknowledgement of Naples Regulations**

Application is hereby made to obtain a permit to do the work or installation as indicated. I certify that no work has commenced prior to issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. The permit or application fees may have additional fees imposed for failing to obtain permits prior to commencement of construction.

The approved permit and/or permit application expires if not commenced within 180 days from the date of issuance. If an application is not pursued in good faith within 180 days of the application date it will be withdrawn. The permittee further understands that only licensed contractors may be employed, and the structure will not be used or occupied until a Certificate of Occupancy/Completion is issued. By signing this permit application, I agree that I have been retained by the owner/permittee to provide contracting services for the trade for which I am listed. I understand it is my responsibility to communicate all information about the application to the property owner. Furthermore, it is my responsibility to notify the Building Department should I no longer be the contractor responsible for providing said contracting services. I further agree that I understand that the review and issuing of this permit does not exempt me from complying with all City Ordinances, State & Federal Regulations. It is further understood that the property owner/permittee is the owner of the permit and that a signed request from the property owner is required to withdraw/cancel a permit and/or a permit application.

**Section G: Property Owner/Agent of Owner Acknowledgment**

The contractor may sign as the Agent of the owner so long as the contract with the property owner allows such an action. Owner Builder must complete sections A & B as well as the Owner-Builder Affidavit form.

G.1. Property Owner/Agent of Owner (Print Name): \_\_\_\_\_

G.2. Property Owner/Agent of Owner Signature: \_\_\_\_\_

G.3. State of \_\_\_\_\_, County of \_\_\_\_\_

The foregoing instrument was acknowledged before me

G.4. by means of  physical presence or  online notarization

G.5. this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

G.6. by \_\_\_\_\_ (name of person)

G.7. who is  personally known to me, or  who has produced \_\_\_\_\_ as identification.

G.8. Notary Signature: \_\_\_\_\_

G.9. Notary Seal:

**Section H: Qualifier/Owner Builder Acknowledgment**

H.1. Qualifier (Print Name): \_\_\_\_\_

H.2. Qualifier Signature: \_\_\_\_\_

H.3. State of \_\_\_\_\_, County of \_\_\_\_\_

The foregoing instrument was acknowledged before me

H.4. by means of  physical presence or  online notarization

H.5. this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

H.6. by \_\_\_\_\_ (name of person)

H.7. who is  personally known to me, or  who has produced \_\_\_\_\_ as identification.

H.8. Notary Signature: \_\_\_\_\_

H.9. Notary Seal: