



**TOWN OF MELBOURNE VILLAGE  
BUILDING PERMIT APPLICATION**  
(Current Code in effect is 2014 Florida Building Code)

For Office Use Only:

Date Rcvd: \_\_\_\_\_

PERMIT #: \_\_\_\_\_

TRB Required: \_\_\_\_\_

Date issued: \_\_\_\_\_

TRB As-Built: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**JOB INFORMATION**

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_

**LEGAL DESCRIPTION/PARCEL ID NUMBER/ZONING DESIGNATION**

Lot#: \_\_\_\_\_ or Parcel Id No.: \_\_\_\_\_ Zoning Design.: \_\_\_\_\_

Occupancy Group: \_\_\_\_\_ Construction Type: \_\_\_\_\_ Floor Area: \_\_\_\_\_

**OWNER INFORMATION**

Mark if this is an Owner/Builder Permit (no contractor used)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**MORTGAGE LENDER**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**ARCHITECT/ENGINEER**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**WILL THIS PROJECT REQUIRE THE REMOVAL OF ANY TREES?** \_\_\_\_\_

(If YES a separate Tree Removal Permit Application must be submitted – NO TREES may be removed without that permit in hand)

**DESCRIPTION OF WORK:** \_\_\_\_\_

\_\_\_\_\_

**EST. VALUE OF CONSTRUCTION:** \_\_\_\_\_

**CONTRACTOR INFORMATION**

Company Name: \_\_\_\_\_

Qualifier's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

State Certification #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Certificate of Competency: \_\_\_\_\_

Contact person's name & phone: \_\_\_\_\_ (If different than above)

**SUBCONTRACTOR INFORMATION**

Electrical Contractor: _____	Phone #: _____
Address: _____	Cert # _____
Plumbing Contractor: _____	Phone #: _____
Address: _____	Cert # _____
Mechanical Contractor: _____	Phone #: _____
Address: _____	Cert #: _____
Gas Contractor: _____	Phone #: _____
Address: _____	Cert #: _____
Roofing Contractor: _____	Phone #: _____
Address: _____	Cert #: _____
Lead Certification: _____	Phone #: _____
Address: _____	Cert #: _____

**APPLICANT'S AFFIDAVIT**

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be obtained for pools, signs, fences, etc. or electrical work, plumbing, heating, ventilation and air conditioning (unless listed above) septic systems, and for tree removal.

**LEAD RRP NOTICE:** I certify that I am aware of the lead requirements under the Federal Lead Renovation, Repair and Painting Rule.

**OWNER AFFIDAVIT:** I certify that all the foregoing information is accurate and all work will be done in compliance with all applicable laws regulating construction and zoning.

**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR ANY ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

\_\_\_\_\_  
**OWNER/AGENT SIGNATURE**  
(Agent Appointment Document, if applicable)

\_\_\_\_\_  
**CONTRACTOR SIGNATURE**

STATE OF FLORIDA  
COUNTY OF BREVARD

STATE OF FLORIDA  
COUNTY OF BREVARD

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ (year) by \_\_\_\_\_ who is personally known to me, or has produced \_\_\_\_\_ as identification and who did not take an oath.

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ (year) by \_\_\_\_\_ who is personally known to me, or has produced \_\_\_\_\_ as identification and who did not take an oath.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Signature of Notary Public

Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Commission #: \_\_\_\_\_  
(or stamp)

Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Commission #: \_\_\_\_\_  
(or stamp)