



Borough of St. Lawrence

135 N. Prospect St., Reading, PA 19606

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UCC CONSTRUCTION PERMIT APPLICATION

PERMIT TYPE

- ☐ Residential
☐ Commercial
☐ Demo
☐ EZ

PERMIT

- ☐ Building
☐ Electrical
☐ Plumbing
☐ Mechanical

CONSTRUCTION TYPE

- ☐ New
☐ Addition
☐ Alteration
☐ Temporary

FUEL TYPE

- ☐ Electric
☐ Natural Gas
☐ LPG
☐ Oil

Permit Address: _____

Owner Name: _____

Phone: _____

Owner Address: _____

Email: _____

- ☐ Occupant
Same as
Owner

Occupant Name: _____

Occupant Address: _____

Phone: _____

Email: _____

- ☐ Applicant
Same as
Owner

Applicant/Contractor: _____

Address: _____

Phone: _____

Email: _____

Borough Trade

Registration #: _____

TR- _____

Description of work: _____

☐ Plans Attached

☐ Contract Attached

☐ Trade Registration Attached

☐ Insurance Certificate Attached

General Application Requirements:

- If applicable, Zoning Approval is required prior to approving this Permit Application
- This Permit Application must be either type written or filled out legibly (able to be interpreted by "Optical Character Recognition" software) and filled out completely to avoid being denied or delayed (There shall be no blanks sections on this form)
- All required State & Borough Permit Fees shall be submitted along with this application
- Applicable Drawings shall be included with this application
- A Notarized Affidavit certifying that all work will be performed by the Owner Occupied Applicant.
- All Investment & Commercial Properties require a registered trade Professionals to apply for Permits on behalf of the Property Owner.

Fair Market Value: \$ _____

General & Contractor Specific Application Requirements (In addition to General Requirements)

- All Contractors are required to submit a completely filled out Application for a Borough Trade Registration
- Trade Registration Application Shall Include an Insurance Certificate naming the Borough of St. Lawrence as the "Certificate Holder"
- Provide a copy of a contract between the Contractor and the Homeowner.
- A Notarized Workers Compensation Exemption Affidavit shall be provided unless Workers Compensation coverage is listed on the Contractors Insurance Certificate.

*****Failure to adhere to the above listed Guidelines will likely result in a denied or delayed permit.**

Applicant

Signature: _____

Applicant

Name: _____

Date: _____