HANOVER COUNTY
BUILDING INSPECTOR'S OFFICE
PO BOX 470 (mail)
7516 COUNTY COMPLEX RD. (parcel)
HANOVER, VA 23069
(804) 365-6040

PERMIT #_____
Payment type: _____

MECHANICAL PERMIT APPLICATION
HEATING, VENTILATION AND AIR CONDITIONING

Two sets of plans must be included with commercial permit applications.

OWNER:_____

ADDRESS:_____
STREET CITY STATE ZIP

CONTRACTOR:_____Lic. #_____ class___

ADDRESS:_____
STREET CITY STATE ZIP

PHONE NUMBER:_____ CONTACT PERSON:_____

EMAIL ADDRESS:_____

DIRECTIONS TO SITE:_____

DESCRIPTION OF WORK: ***NOTE THE NUMBER OF COMPONENTS THAT YOU ARE INSTALLING***

HEAT PUMP_____ MINI SPLIT SYSTEM_____ HYDRONIC PIPING_____

CHILLER _____ VENTILATION SYSTEM_____ DUCT SYSTEM_____

KITCHEN HOOD EXHAUST SYSTEM_____WOOD BURNING APPLIANCE _____(Pellet stoves included)

BOILER CONNECTION_____ OIL FURNACE_____ VAV / CAV SYSTEM_____

CLOTHES DRYER VENT_____ WALK IN COOLER/FREEZER_____ REFRIGERATION LINES___

OTHER_____

JOB VALUE _____

PERMIT FEE _____

2% SURCHARGE _____
(State Levy)

TOTAL FEES _____

PERMIT FEES
Residential permits are $101.75 total

Commercial permit fees are based on job value (which includes labor and material):

VALUE	FEE	TOTAL (2% Added)
UP TO 5000.00	$ 99.75	$ 101.75
$ 5001.00 +	$ 99.75 + ($4.20 for each additional $1000.00 or fraction of $1000	

THIS IS TO CERTIFY THAT THE ESTIMATED COST SET FORTH ON THE REFERENCED PERMIT IS TRUE AND FACTUAL TO THE BEST OF MY KNOWLEDGE AND IT IS DETERMINED BY THE FOLLOWING: ACTUAL COST OF LABOR AND MATERIALS INCLUDING ANY AND ALL FURNISHED BY OTHER THAN THE INSTALLER, SHALL BE INCLUDED IN SUCH COST.

APPLICANT SIGNATURE_____DATE_____