



# ANNUAL DECAL PROGRAM APPLICATION FORM

Building Division Use Only

Application Type 1

P.R. # \_\_\_\_\_

Chief Inspector's Approval \_\_\_\_\_

Submittal Date \_\_\_\_\_

Approval Date: \_\_\_\_\_

CONTRACTOR INFORMATION

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

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

Apt/Bay/Suite # \_\_\_\_\_

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

Phone: \_\_\_\_\_

Contractor Lic. No. \_\_\_\_\_

Qualifier: \_\_\_\_\_

Qualifier/Agent Signature \_\_\_\_\_

TYPE OF WORK ALLOWED

**STRUCTURAL**

- 1 & 2 Family Dwelling Door and Window Replacement, when shutters are not required
- Residential Shingle over Shingle Re-roof

**MECHANICAL**

- Residential Air Conditioning Change Outs

**PLUMBING**

- 1 & 2 Family Dwelling Hot Water (HWH) and Pool Heater Replacements that are currently hard wired. The electrical work required for replacements of plug in heaters requires a standard permit and inspection

**ELECTRICAL**

- Residential Low Voltage, within the dwelling unit

Number of Decals Requested \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
(month) (year)

by \_\_\_\_\_  
(Name of Person Acknowledging)

\_\_\_\_\_  
(Signature of Notary Public - State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

STATE OF FLORIDA  
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Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

NOTE: STATE STATUTES REQUIRE ALL PERMIT TYPES \$2500.00 OR OVER TO HAVE A NOTICE OF COMMENCEMENT RECORDED WITH THE CLERK OF THE CIRCUIT COURT PRIOR TO 1<sup>ST</sup> INSPECTION. (EXCEPT HVAC LESS THAN \$7,500.00). YOU MUST SUPPLY A COPY OF THE RECORDED NOTICE OF COMMENCEMENT TO US. FORMS ARE AVAILABLE IN THE PERMIT CENTER OR VIA WEB SITE: [www.pbcgov.com/pzb](http://www.pbcgov.com/pzb).

DECAL PERMIT PROGRAM INSTRUCTIONS

- 1.) Contractor/Qualifier completes The "Contractor Information" portion of form.
- 2.) Contractor returns completed, notarized form to Inspections for Chief Inspector review.
- 3.) The Chief Inspector may require a meeting with Contractor prior to action. A group meeting may be utilized.
- 4.) Contractors who submit a non-qualifying application will be notified by phone. Their application will be returned.
- 5.) Upon approval, Contractor will be notified by phone. Approved applications will be held at Inspections for pick up.
- 6.) Contractor takes approved application to Permitting for issuance of Annual Permit.
- 7.) Permit and decals are purchased at the Cashier.  
Cost of annual Permit is \$ 250.00. Additional Decals may be purchased for \$15.00 each.