

**BUILDING DIVISION SELF-SERVE  
APPLICATION AND AGREEMENT FORM**

The Building Division has developed a process that will allow you to issue yourself No-fee sub-permits. These are permits whose technical requirements have been reviewed with the Primary Permit Application. This service is a privilege that maybe taken away if abuse is discovered. This service is part of our efforts to provide better service to our customers.

Registration: To qualify for this service you must complete this form and submit it to our Data Processing Section for approval.

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

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

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

City: \_\_\_\_\_

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

Phone: ( ) \_\_\_\_\_

License #: \_\_\_\_\_

**APPLICATION CERTIFICATION AND ACKNOWLEDGEMENT**

Application is hereby made to obtain permits through the Self Service Program to do the work and installation as indicated. I certify that no work or installation will commence prior to the issuance of a permit and that all work will be performed to meet the standards of al laws regulating construction in this jurisdiction. I understand that a separate permit must be acquired for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, ROOFING and AIR CONDITIONING, ETC.

I further acknowledge the following:

- \* Issuance of a permit may be subject to conditions and is subject to time limitations.
- \* Issuance of a permit is not authorization to violate public or private restrictions.
- \* Failure to comply with applicable construction regulations may result in the withholding of future permits.
- \* Submission of any false information or representation is a violation of law and may result in revocation of your permit.
- \* Misuse of the Self Service Program will result in my loss of privileges.

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

CURRENT FLORIDA LAW DOES NOT REQUIRE A SEARCH OF THE PUBLIC RECORDS TO IDENTIFY EASEMENTS ON YOUR PROPERTY. TO AVOID CONSTRUCTION ON AN UNPLATTED EASEMENT, THE COUNTY SUGGESTS THAT YOU ASK A SURVEYOR OR OTHER COMPETENT PERSON TO SEARCH THE PUBLIC RECORDS AND VISUALLY SURVEY YOUR PROPERTY FOR EASEMENTS. YOU SHOULD THEN DESCRIBE THEM ON YOUR SURVEY.

Signature \_\_\_\_\_