

City of Holmes Beach Building Department

CHECKLIST FOR *WINDOWS/DOORS* PERMIT APPLICATIONS

✓		NEED
	COMPLETE PERMIT APPLICATION - FULL SCOPE OF WORK & VALUE OF PROJECT	
	MANUFACTURER INSTRUCTIONS (JOB SITE COPY) <u>SUBMIT SHEETS FOR SPECIFIC PRODUCT BEING INSTALLED.</u>	
	PRODUCT APPROVAL SUMMARY SHEET (CITY COPY)	
	SIGNED CONTRACT OR PROPOSAL	
	LAYOUT/SKETCH OF DWELLING WITH AREA(S) OF INSTALLATION CLEARLY MARKED	
	OTHER	

ADDRESS: _____

CONTRACTOR: _____

DATE: _____

For office use only