

Phone # 636-1414
 Fax # 635-7132

City of Elkins
 401 Davis Ave
 Elkins, WV 26241

PERMIT NUMBER

APPLICATION DATE: _____

BUILDING PERMIT APPLICATION

NO WORK IS TO BEGIN UNTIL THIS APPLICATION IS APPROVED AND PAYMENT IS RECEIVED

PROPERTY OWNER INFORMATION	
OWNERS NAME:	
ADDRESS:	
PHONE #:	
NOTE: property owners may only do work on their own residence. Any work done on other property must be by a licensed contractor.	

JOB SITE INFORMATION	
ADDRESS:	
NEW DWELLING AREA SQ. FT.	UNFINISHED SQ. FT.
GARAGE AREA SQ. FT.	NO. OF PLUMBING FIXTURES
REMODEL SQ. FT.	PORCHES, DECKS OR OTHER SQ. FT.

CONTRACTOR	
NAME:	
ADDRESS:	
PHONE:	
WV License #	City License #

TYPE OF PERMIT	
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> REMODEL/RENOVATE
<input type="checkbox"/> ADDITION	<input type="checkbox"/> DEMOLITION
<input type="checkbox"/> PLUMBING	<input type="checkbox"/> ELECTRIC
<input type="checkbox"/> ROOFING/WINDOWS	OTHER: _____

ELECTRICAL CONTRACTOR	
NAME:	
ADDRESS:	
PHONE:	
WV License #	City License #

PROPOSED USE	
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> COMMERCIAL
<input type="checkbox"/> APARTMENTS	<input type="checkbox"/> ASSEMBLY
<input type="checkbox"/> MERCANTILE	<input type="checkbox"/> BUSINESS
<input type="checkbox"/> HEALTH CARE	OTHER: _____

PLUMBING CONTRACTOR	
NAME:	
ADDRESS:	
PHONE:	
WV License #	City License #

NEW CONSTRUCTION	
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> COMMERCIAL
<input type="checkbox"/> APARTMENTS	<input type="checkbox"/> ASSEMBLY
<input type="checkbox"/> MERCANTILE	<input type="checkbox"/> BUSINESS
<input type="checkbox"/> HEALTH CARE	OTHER: _____

HVAC CONTRACTOR	
NAME:	
ADDRESS:	
PHONE:	
WV License #	City License #

DESCRIPTION OF WORK	

OTHER CONTRACTOR	
NAME:	
ADDRESS:	
PHONE:	
WV License #	City License #

VALUE OF WORK	
\$ _____	

I understand and will adhere to all forgoing requirements

Signature:
Print Name:

1. Owner or contractor is responsible for compliance with the latest edition of the International Building Code, The National Electrical Code and the NFPA 101 Life Safety Code.
2. Owner or contractor must notify the Building Inspector 24 hours in advance of all inspections
3. The Building Permit must be posted at the job site.