



MULTI-FAMILY & COMMERCIAL

PERMIT SUBMITTAL CHECKLIST

FIRE ALARM SYSTEM



Contractor Registration

- All Contractors must be registered and up-to-date to pull permits.




Initial Deposit

- 1% of the contract value is due upfront with a minimum of \$100.00 for the first \$500 of the contract. Remaining balance is due upon issuance.

REQUIRED FORMS

- | | | | |
|---|---|---|--|
| <input type="checkbox"/>  Submittal Form | <input type="checkbox"/> Fire Alarm Application | <input type="checkbox"/> Electrical Application | <input type="checkbox"/>  Authorized Agent Form |
|---|---|---|--|

CONTRACTOR / OWNER BUILDER REQUIRED DOCUMENTS

- | | | |
|---|--|--|
| <input type="checkbox"/>  Contract | <input type="checkbox"/>  Plans | <input type="checkbox"/>  Architect/Engineer Seal |
|---|--|--|

ADDITIONAL SUBMITTAL REQUIREMENTS

-  [Notice of Commencement \(NOC\)](#)

A certified NOC is required on Building permits with a value greater than \$2,500 and Mechanical AC Changeout Permits greater than \$7,500.



Applying Online?

- [Applicant User Guide](#)
- [Naming Convention](#)



Submit Application