



## Mechanical Permit Application

Town of Nottingham, New Hampshire  
Building Department  
P.O. Box 114/ 139 Stage Road  
Nottingham, NH 03290  
Office 603-679-9597  
Fax 603-679-1013  
dsylvia@nottingham-nh.gov

Issue Date: \_\_\_\_\_  
Permit #: \_\_\_\_\_  
(This area for office use only)

Map# \_\_\_\_\_  
Lot # \_\_\_\_\_  
Sub lot # \_\_\_\_\_

**Owner:** \_\_\_\_\_

**Location (Street # & Street Name):** \_\_\_\_\_

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

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Contractor:** \_\_\_\_\_ Address: \_\_\_\_\_

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

License #: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Preferred Contact Method:** ☐ Telephone ☐ Cell ☐ Email

Residential Property ☐ or Commercial Property ☐ FUEL TYPE: \_\_\_\_\_

### DESCRIPTION OF CONSTRUCTION TO BE PERFORMED:

Heating: \_\_\_\_\_

Ventilation: \_\_\_\_\_

Air conditioning: \_\_\_\_\_

Other: \_\_\_\_\_

The responsibility for compliance with all applicable building codes, town ordinances and state laws rests solely upon the property owner and his /her agent. Plans (when required) must be submitted to the Nottingham Code Enforcement Department for approval.

**Inspections are required.**

Applicant

Code Enforcement

Assessor

### Instructions for Permit Applications

1. All information must be printed legibly
2. Owner name, address and phone number
3. Location and address of work site
4. Complete description of work to be done
5. Number of fixtures, appliances and equipment to be installed
6. Plans must be submitted on all new building and major renovations

#### Notes:

It is the responsibility of all contractors to obtain the necessary permits from the Code Enforcement office **before** any work has begun. Work must begin within six (6) months of the issuance of any permit.

Permits are non-transferrable. If this is an "After the Fact" permit, it will be subject to a fee two times the normal permit fee.

Contractors must have a valid license from the State of New Hampshire to obtain a permit. Permits are non-transferrable.

It is the responsibility of the contractor to obtain all inspections required. A rough-in inspection is required before any work is covered, and a final inspection is required when all work is complete. A minimum twenty-four (24) hour notice is required for any inspection. **This signed application constitutes consent on the applicant's part to allow for all inspection at the property location listed.**

No permit will be issued until all of the above information is furnished, and all the above conditions are met.

**If you have any questions, feel free to contact the Code Enforcement office at (603) 679-9597 ext. 2**

#### **Statement of compliance:**

I have read and understand the statement and hereby agree to all of the terms stated therein. I agree to abide by any and all codes relating to my field of work, including all national, state and local codes. I also realize that any false statement made in the application for permit may be grounds for revocation of said permit.

Code Enforcement Approval would certify that the applicant could proceed with certain building improvements in accordance with the specifications submitted. Any deviation from the specifications submitted will require an amendment to this permit or additional permits.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Cost of Construction:** \_\_\_\_\_

**Permit Fee:** \_\_\_\_\_

**Paid:** ☐ Cash \$ \_\_\_\_\_

☐ Check# \_\_\_\_\_

~~~~~ (DO NOT WRITE IN THIS SPACE) ~~~~~

Approved By

Code Officer: \_\_\_\_\_

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

Applicant

Code Enforcement

Assessor