



PRINCE WILLIAM COUNTY
Department of Development Services – Building Development Division

MECHANICAL PERMIT APPLICATION

Version 2020_0619

Master Permit # **BLD** _____

Zoning # _____

Project Name _____

Staff Use Only			
Approved By:		Permit # MEC	
Date Approved:		IVR 6 Digit PIN #	
Use Group:	Type Const:	Date Issued:	Issued By:
VCC-IBC __ VEBC-IEBC __ VRC-IRC __		Code Year:	Work Code:

LOCATION OF PROPERTY

Subdivision _____ Section _____ Block _____ Landbay _____ Phase _____ Lot _____

Property Address _____

Name of Property Owner _____ Phone # _____

APPLICANT: CHECK BOX TO IDENTIFY PERMIT HOLDER ** For an online ePortal account, please submit a [Contact Information Form](#) for each contact **

Owner/Lessee _____ Email Address _____

Contractor _____ Address _____

Phone # _____ Email Address _____

State Registration # _____ Class _____ Prince William County License # _____

Master Name _____ Cert # _____ Home Improvement Contractor's License # _____

TYPE OF CONSTRUCTION: Residential Comm/Office Comm/Mercantile Industrial Public/Institutional Other _____

TYPE OF IMPROVEMENT: New Addition Fuel Conversion Alteration/Repair Tenant Layout Other _____

ENTER QUANTITY WHERE APPLICABLE

VALUE OF WORK OR CONTRACT COST: \$ _____

RESI DUCT ONLY – BASEMENT/ADD _____ KITCHEN HOOD FANS ____ SQ FT _____ ADULT RIDE _____

RESI HVAC - # ZONES _____ DRYER/LAUNDRY CLEANERS _____ SPECIAL RIDE _____

RESI WOOD STOVES _____ EXHAUST FANS _____ TANKS _____

PREFABRICATED FIREPLACES _____ SMOKE EVAC FANS ____ CUBIC FT _____ PUMPS _____

POOL HEATERS _____ AIR COMPRESSORS _____ RELOCATED HVAC _____

GENERATORS _____ AUTO LIFTS _____ DUCT _____ SQ FT _____

SPACE HEATERS _____ AUTO EMISSION _____ CHILLER _____ TON _____

UNIT HEATERS _____ THRU WALL AC/HEAT PUMPS _____ FURNACE _____ MBH _____

NEW ELEVATOR/ESCALATOR _____ VAV FANS _____ HVAC _____ TON _____

ELEVATOR/LIFTS _____ FAN COILS _____ HOT WATER/STEAM BOILER _____ BTUH _____

WALK-IN COOLER _____ KIDDIE RIDE _____ REFRIGERATION UNIT _____ TON _____

LIST BELOW ANY OTHER MECHANICAL EQUIPMENT – DESCRIBE ALL EQUIPMENT BY MAKE, MODEL NUMBER AND RATING IN BTU, HP OR TONS:

I HEREBY CERTIFY THAT I HAVE THE AUTHORITY TO MAKE THE FOREGOING APPLICATION, THAT THE INFORMATION GIVEN IS CORRECT, AND THAT ALL CONSTRUCTION WILL COMPLY WITH THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE AND APPLICABLE ORDINANCES. THE PERMIT HOLDER IS THE RESPONSIBLE PARTY FOR COMPLIANCE WITH THE VUSBC AND OTHER ORDINANCES.

PRINT NAME _____

OWNER CONTRACTOR AUTHORIZED AGENT

TELEPHONE NUMBER _____

DATE _____

SIGNATURE _____

By checking this box, I agree to electronically signing this form.

THIS PERMIT DOES NOT INCLUDE ELECTRICAL, GAS OR PLUMBING INSTALLATIONS.

Staff Use Only	
Filing Fee Paid \$	Rcpt. #
Permit Fee \$	
Resubmission Fee \$	
Remaining Fee Due \$	Rcpt. #