



CITY OF BIG LAKE ROOF PERMIT APPLICATION (Residential Projects Only)

CITY OF BIG LAKE

Building Department, 160 Lake Street North, Big Lake, MN 55309

Direct: 763-251-2980 / Fax: 763-263-0133

E-Mail: BuildingPermit@Biglakemn.org

Date Received by City _____

PROPERTY ADDRESS								
PROPERTY OWNER NAME AND ADDRESS	PROPERTY OWNER PHONE NUMBER							
APPLICANT NAME	APPLICANT PHONE NUMBER							
APPLICANT ADDRESS (Street, City, Zip Code)	APPLICANT E-MAIL							
CONTRACTOR NAME	CONTRACTOR PHONE NUMBER							
CONTRACTOR ADDRESS (Street, City, Zip Code)	CONTRACTOR E-MAIL							
CONTRACTOR'S STATE LICENSE NUMBER/BOND (REQUIRED)	EXPIRATION DATE OF LICENSE/BOND							
BRIEF PROJECT DESCRIPTION	COMPLETED VALUE OF PROJECT (Include labor and materials)							
<table><tr><td>Permit Fee</td><td><u>100.00</u></td><td rowspan="3"><i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i></td></tr><tr><td>Surcharge</td><td><u>1.00</u></td></tr><tr><td>TOTAL</td><td><u>101.00</u></td></tr></table>		Permit Fee	<u>100.00</u>	<i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i>	Surcharge	<u>1.00</u>	TOTAL	<u>101.00</u>
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Surcharge	<u>1.00</u>							
TOTAL	<u>101.00</u>							
Signature of Applicant (Owner or Contractor) _____ Date _____								

REQUIREMENTS FOR SUBMITTAL OF ICE/WATER PHOTOS & FINAL PHOTOS:

Ice & Water Photos (including (1) picture showing house #) are to be submitted by e-mailing to Building Official at: mwallen@inspectroninc.com

Final Photos (including (1) picture showing house #) are to be submitted by e-mailing to Building Official at: mwallen@inspectroninc.com

-- Presence of adequate attic ventilation, all flashings including kick outs and valleys, nailing and general appearance.

Photos (Ice & Water and Final) to be e-mailed to: mwallen@inspectroninc.com