



Community Development Department

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www.ci.galesburg.il.us

HVAC Permit Application

PLEASE PRINT CLEARLY AND FILL IN ALL THAT APPLY-IF YOU DON'T KNOW ASK!

PROJECT LOCATION:	Address:		
PROPERTY OWNER:	Full Name(s):		Phone:
	Address:		Fax:
APPLICANT:	*Must be authorized by owner to make application		
	Full Name(s):		Phone:
	Address:		Fax:
HVAC CONTRACTOR:	Name/Business:		Phone: Fax:
ELECTRICAL CONTRACTOR:	Name/Business:		Phone: Fax:
	Address: City/State/Zip:		
HVAC TYPE: ✓ Check One		✓ Check One	
☐ Residential		☐ New Construction	
☐ Commercial		☐ Renovation	
		☐ Addition	
		PROJECT COST:	
HVAC JOB: *Please write the number of items in the provided spaces below			*List other items in below spaces
Forced Air Residential Furnace _____		Commercial A/C Unit _____	
Forced Air Commercial Furnace _____		Residential Boiler _____	
Commercial Rooftop Unit _____		Commercial Boiler _____	
Residential A/C Unit _____		Hood System _____	

Single Family & Two Family Residential HVAC Permit Fees.

- Furnace - \$20.00
- Boiler - \$20.00
- A/C Unit - \$20.00
- Combination Furnace & A/C - \$20.00

Multi-Family, Institutional, Commercial, & Industrial Permit Fees.

- First \$1,000.00 cost or contract bid - \$20.00
- Each additional \$1,000.00 or fraction thereof - \$10.00

Required Inspections.

- Rough-In (Prior to covering any duct work, an inspection is required)
- Final Inspection (Once all equipment is installed and functioning, a final inspection is required)

ALL PERMITS REQUIRE INSPECTIONS TO BE SCHEDULED BY PERMIT HOLDER.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER FEDERAL, STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of

Applicant: _____ Date: _____ Inspector: _____