

# PERMIT APPLICATION FORM New Construction

## APPLICANT CONTACT INFORMATION

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Cell phone: \_\_\_\_\_

## WORK SITE

Same contact information as applicant  
 Address: \_\_\_\_\_  
 Registration #: \_\_\_\_\_  
 Lot #: \_\_\_\_\_

## CONTRACTOR/INSTALLER CONTACT INFORMATION

Work executed by:    Owner                       Contractor

Company: \_\_\_\_\_ RBQ Licence: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Project manager: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Cell phone: \_\_\_\_\_

## CATEGORY AND TYPE

Category:            Residential                       Commercial                       Institutional

Number of rooms or housing units: \_\_\_\_\_

Structure :            Detached                       Semi-detached                       Row

Ownership:            Private                       Condominium                       Rental

Dimensions: \_\_\_\_\_ Height: \_\_\_\_\_  
 Number of storeys: \_\_\_\_\_ Foundation: \_\_\_\_\_  
 Exterior covering and roofing (samples required): \_\_\_\_\_  
 Other characteristics: \_\_\_\_\_

Plan #: \_\_\_\_\_ Architect: \_\_\_\_\_  
 Prepared by: \_\_\_\_\_

### Information required on construction and siting plans:

Distances (front/back/side yards)	Footing (depth/width/thickness)	Fireplace/stove (materials/fuel)
Number of bedrooms	Information on joists	Exterior finish (front/roof/sides/back)
Dimensions (front/back/sides)	Information on interior/exterior walls	Balcony/porch/patio/awning (type/size/covering/location)
Height (ground floor/basement/upper storeys)	Information on loadbearing/non-loadbearing partitions	Number of smoke detectors
No. of exits (ground floor/basement/upper)	Finishes (floors/ceilings/walls)	Parking (number of places/location)
	Chimney (materials/height/location)	

## SCHEDULE AND COSTS

Estimated cost of the work: \_\_\_\_\_ Starting date of the work: \_\_\_\_\_  
 Ending date of the work: \_\_\_\_\_

\* **WORK SUBJECT TO SPAIP**