



**City of Central Point  
Building Department**  
140 S. 3<sup>rd</sup> Street, Central Point, OR 97502  
Phone (541) 664-6325, Fax (541) 664-1611  
Internet address: www.centralpointoregon.gov

# Mechanical Permit Application

Date Rec'd \_\_\_\_\_ By \_\_\_\_\_

TYPE OF WORK	
<input type="checkbox"/> RESIDENTIAL OR <input type="checkbox"/> COMMERCIAL AND VALUATION \$ _____	
JOB SITE INFORMATION AND LOCATION	
Job address:	
City/State/ZIP:	
Subdivision:	Lot:
DESCRIPTION OF WORK	
<input type="checkbox"/> PROPERTY OWNER <input type="checkbox"/> BUSINESS NAME	
Name:	
<b>Owner installation: This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.</b>	
Owner signature: _____ Date: _____	
OWNER INSTALLATION	
Name:	
Address:	
City/State/ZIP:	
Phone: ( )	Fax: ( )
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone: ( )	Fax: ( )
CCB lic. no.:	
Print Name:	
Signature: _____ Date: _____	
CREDIT CARD INFORMATION	
Name of Cardholder as shown on credit card:	
Cardholder Signature: (needed on every permit application)	
<input type="checkbox"/> Visa <input type="checkbox"/> Master Card Credit card number:	Expiration Date:

FEE SCHEDULE			
Description	Qty.	Fee	Total
<b>Heating/cooling</b>			
Furnace up to 100,000 Btu/hr including duct work/vent/liner		10.00	
Air conditioner		7.50	
Heat pump		17.50	
Air handling unit		7.50	
Space heater		10.00	
Appliance vent (separate)		5.00	
Extend HVAC ducts		10.00	
Wall/floor furnace		10.00	
<b>Other fuel appliances</b>			
Wood burning stove, fireplace or insert		12.50	
Zero clearance /gas logs		12.50	
Gas water heater		6.00	
<b>Environmental exhaust and ventilation</b>			
Range hood/other kitchen equipment		6.00	
Clothes dryer exhaust		6.00	
Single-duct exhaust(bathroom, toilet compartments, etc.)		4.00	
Unclassified equipment		7.50	
<b>Fuel piping</b>			
Gas piping		5.00	
<b>Commercial</b>			
Enter total valuation of mechanical system and installation costs \$ _____ .			
Enter fee based on valuation of mechanical system, etc.			\$
RE-INSPECTION FEE		55.00	
MINIMUM FEE		50.00	
Subtotal			
Plan review (30% of permit fee) if applicable			
State surcharge (12% of permit fee)			
<b>TOTAL PERMIT FEE</b>			

**PERMITS ARE NON-TRANSFERABLE, NON-REFUNDABLE AND EXPIRED IF WORK IS NOT STARTED WITHIN 180 DAYS OF ISSUANCE OR IF WORK IS SUSPENDED FOR 180 DAYS.**

It is the responsibility of the owner or contractor to call for inspections. 541-664-0700 by 7:00 am for same day inspection