



**City of Central Point
Building Department**
140 S. 3rd 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:	
Owner installation: This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.	
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: CVV:

FEE SCHEDULE			
Description	Qty.	Fee	Total
Heating/cooling			
Furnace up to 100,000 Btu/hr including duct work/vent/liner		25.00	
Air conditioner		25.00	
Heat pump		25.00	
Air handling unit		25.00	
Appliance vent (separate)		15.00	
Extend HVAC ducts		15.00	
Wall/floor furnace		25.00	
Other fuel appliances			
Wood burning stove, fireplace or insert		25.00	
Unclassified equipment		25.00	
Environmental exhaust and ventilation			
Range hood/other kitchen equipment		25.00	
Clothes dryer exhaust		15.00	
Single-duct exhaust (bathroom, toilet compartments, etc.)		15.00	
Fuel piping			
Gas piping		15.00	
Commercial			
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		65.00	
Permit Fee Subtotal			
Plan review (35% of permit fee) if applicable			
State surcharge (12% of permit fee)			
TOTAL PERMIT FEE			

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