

**YOU NEED THE FOLLOWING:**

- Application must be signed by the **owner**
- Certificate of Responsibility  NOTARIZED
- Contract between owner and general or mason contractor detailing work being done
- Electrical Application (Original from Electrical Contractor)
- Needs Plumbing Letter (Original)
- Barricade Sign-off before starting application
- Letter from condominium association
- Zoning approval
- Buildings Sign-off before starting application
- Other \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Easy Permit Process Reviewer

Date: \_\_\_\_\_, 20\_\_\_\_

