



Community Development

110 N 1st Street, Indianola, IA 50125-0299 | comdev@indianolaiowa.gov

Phone: 515-961-9430

MECHANICAL PERMIT APPLICATION

- **IT IS THE RESPONSIBILITY OF THE PERMITEE TO CALL FOR THE REQUIRED INSPECTIONS AT 515-961-9430**
- Payment for e-mailed permits will be collected via phone call by customer service representative upon receipt of application.
- No mechanical work shall be concealed or covered until approved by the inspector. Work that is not tagged with an approval shall be considered unapproved. **ALL WORK MUST BE INSPECTED.**
- All portions of this form shall be completed by the applicant. Stamped signatures will not be accepted.
- Commencing work prior to obtaining a permit is subject to penalties.
- A mechanical permit shall expire if work is not commenced within 180 days or if work is abandoned for 180 days.
- Permits are nontransferable – all work shall be performed by permittee or permittee's employee.
- The permittee is expected to be knowledgeable of the Mechanical Code-any questions should be resolved prior to installation.
- Any digging or excavation requires you to contact Iowa One Call at 1-800-292-8989

THE FOLLOWING INFORMATION MUST BE PROVIDED:

The undersigned hereby makes application for a permit to perform mechanical work, as described herein, at the below address, and acknowledges that such work will comply with applicable code provisions.

Company Name:		Applicant Name (Print):	
Company Street:		Master License #:	
City/State/Zip:		Contractor's License #:	
Phone No:		Applicants Signature:	
Email:		Date:	

TYPE OF USE:

<input type="checkbox"/> Single Family / Townhouse / Duplex Separate applications required for each unit	<input type="checkbox"/> Multi-Family Separate applications required for each building	<input type="checkbox"/> Other, Describe Use:
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Project Name/Job Address: _____

DESCRIPTION OF WORK:

		NO:	FEE:	TOTAL:
HVAC	Furnace <input type="checkbox"/> Gas <input type="checkbox"/> Electric		\$15.00 each	
	Comfort Cooling / AC Units / Chillers		\$15.00 each	
	Gas Piping Outlets 1-4 \$3.00 each / 5+ \$1.50 each		←	
	Appliance Vents		\$5.00 each	
	Water Heaters		\$10.00 each	
	Rooftop Unit / Heat Pump / PTAC		\$15.00 each	
	Hoods <input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2		\$10.00 each	
	Heater – Any wall, floor, suspended (included heating/cooling wall units)		\$10.00 each	
	Damper – (fire, smoke, fire/smoke, ceiling radiation)		\$5.00 each	
	Vent fans / Bath fans		\$5.00 each	
	Air Handling Units / Ducts / Vav's / Fan Power Boxes / VRF Indoor Blower Units		\$10.00 each	
	Fireplace / Stoves		\$10.00 each	
	Separate Vent System – Example: ERV / HRV		\$10.00 each	
	Refrigeration Units – Coolers / Freezers		\$10.00 each	
Misc. Work. Or <input type="checkbox"/> Repair <input type="checkbox"/> Add <input type="checkbox"/> Alter		\$10.00 each		
HYDRONIC	Boiler (Install / Relocate) <input type="checkbox"/> Steam <input type="checkbox"/> Water		\$15.00 each	
	Enter BTU's Here		+\$3.00 / 100k BTU	
	Cooling Tower – Evaporative Cooler		\$10.00 each	
	Water Heaters – 50 Gallon Limit		\$10.00 each	
	Radiant Piping System <input type="checkbox"/> New <input type="checkbox"/> Add <input type="checkbox"/> Alter		\$10.00 each	
Basic Fee (Applies to all mechanical permits)				\$50.00
Grand Total Due:				

Approved Not Approved **Building Official:** _____