AMELIA COUNTY BUILDING INSPECTIONS
APPLICATION FOR TRADE PERMIT

P.O. BOX A
AMELIA, VA 23002
804-561-3039 804-561-6039 FAX
www.ameliacova.com

APPLICANT: OWNER ☐ CONTRACTOR ☐

LOCATION OF JOB:_____ **BUILDING PERMIT NO.:**_____

PROPERTY OWNER:_____
First Name **Middle Initial** **Last Name**

ADDRESS:_____

_____

PHONE:_____

CONTRACTOR INFORMATION

NAME:_____

ADDRESS:_____

_____

PHONE:_____

STATE LICENSE NUMBER:_____ **EXPIRATION DATE:**_____**CLASS:**_____

CLASSIFICATION:_____**BUSINESS LICENSE LOCALITY:**_____

Proof of valid and local contractor licenses must be provided at time of application.

NATURE OF WORK: NEW ☐ EXISTING ☐ UPGRADE ☐ GENERATOR ☐

ELECTRICAL PERMIT	MECHANICAL PERMIT	PLUMBING PERMIT	GAS PERMIT
Temporary Service ☐	Install New Furnace/Boiler ☐	#Water Closets	Installation of Gas Piping Y/N
Amps:_____ Phases:_____	Btu's:	#Basins	Gas Dryer Y/N
New Building Service ☐	Air Cond./Heat Pump ☐	#Clothes Washers	Gas Furnace Y/N
Amps:_____ Phases:_____	Tons:	#Urinals	Gas Logs Y/N
Change Service ☐	Fuel Type	#Water Heaters	Gas Range/Oven Y/N
Amps:_____ Phases:_____	Location Within Building	#Bath Tubs	Gas Water Heater Y/N
Other Work (Specify)	Other Work (Specify)	#Kitchen Sinks	Generator Y/N
		#Dishwashers	Other Work (Specify)
		#Showers	
		Other Work (Specify)	
$	$	$	$

As applicant, I certify that I am legally authorized to make this application and that all construction will be executed in accordance with the applicable provisions of the Virginia Uniform Statewide Building Code and the Ordinances of Amelia County. No portion of the work executed under this permit will be used or occupied until a Final inspection and/or Certificate of Occupancy is granted.

_____ _____ _____
Applicant Signature **Please Print Name** **Date**

NOTE: If the person signing this application does not hold a Contractor's license issued by the Virginia Department of Professional and Occupational Regulation, please complete section on the back of this form.

Complete this section only if you are an OWNER doing your own work, and are not subject to licensure as a contractor or subcontractor

If you are an owner and intend to do the work or subcontract the work, an Owner Affidavit is required certifying that you are the owner of this tract or parcel of land, that you have applied for this permit, and are not subject to licensing as a contractor or subcontractor. Signing the Owner Affidavit and obtaining the permit in your name, designates you, as the owner, responsible for the quality of the work and compliance with applicable state and local codes. This "Owner Affidavit" must be completed, with the signature of a person who witnessed you signature to this document, acknowledging your compliance with Section 54.1-1111 of the Code of Virginia. (Note: Lessees are owners per state law.)

I, as owner, will be responsible for the work performed on my property, and shall be responsible for compliance with all state laws regulating building construction and use, and compliance with all county ordinances.

_____ _____ _____

Owner's Signature Please Print Name Date

Signed and acknowledged by: _____

In the City or County of _____ on the_____ day of _____ 20____, in the presence of the undersigned witness.

_____Notary

My Commission Expires_____

Permit Fee:
State Levy:
Total Permit Fee:

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION.**