

Permit #:

Date Received:

Mechanical Affidavit Application

TYPE OF WORK	
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition/Alteration/Replacement <input type="checkbox"/> Other:	
JOB SITE INFORMATION AND LOCATION	
Job site address:	
City/State/ZIP:	
Suite/bldg./apt. no.:	
Project name:	
DESCRIPTION OF WORK	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
APPLICANT	
Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone:	
E-mail:	
CCB License:	
Authorized Signature:	
Print name:	Date:

REQUIRED INFORMATION	
Valuation: \$	
Occupancy:	
Construction Type:	
A sketch showing the area of work within the building's structure should be submitted with this application.	
AFFIDAVIT REQUIREMENTS	
<input type="checkbox"/> All work is limited to one or more of the following: <ul style="list-style-type: none"> Bathroom exhaust fan installations/replacements Commercial kitchen exhaust fan replacements Ventilation and exhaust air duct installations and/or relocations (except Type I grease ducts and ducts conveying hazardous materials) Ceiling diffuser relocations with no change of use (7 maximum) 	
<input type="checkbox"/> The proposed work does not penetrate or is not located within any fire resistive assemblies.	
<input type="checkbox"/> The proposed work does not require seismic bracing.	
<input type="checkbox"/> The proposed work does not require structural calculations.	
<input type="checkbox"/> The installation shall comply with the current adopted edition of the Oregon Mechanical Specialty Code.	
<input type="checkbox"/> The proposed work shall not be concealed until inspected or approved.	
BUILDING PERMIT FEES	
State Surcharge (12% of permit fee)	
TOTAL PERMIT FEE	

This permit application expires if a permit is not obtained within 180 days.

Development Services & Permitting Center

Email Permits@Hillsboro-Oregon.gov Phone 503-681-6153 Fax 503-681-5250 Web Hillsboro-Oregon.gov/Permits