

### **Sump Pump Connection to Village Storm Sewer Application for Village of Palatine Loan Procedures and Information Packet**

#### **Explanation of items in the packet**

- |                |                                                                                                                                                                                                                                                                                                   |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Item #1</b> | Program Description & Objectives                                                                                                                                                                                                                                                                  |
| <b>Item #2</b> | Guidelines of the program                                                                                                                                                                                                                                                                         |
| <b>Item #3</b> | General construction standards for storm sewer hook-up of sump pump discharge.                                                                                                                                                                                                                    |
| <b>Item #4</b> | Sketch Information on a copy of your plat of survey; you or your contractor will sketch the basic route and pipe size and bends, depending on your particular situation. Submit 3 copies of the sketch with the application                                                                       |
| <b>Item #5</b> | Loan information                                                                                                                                                                                                                                                                                  |
| <b>Item #6</b> | Loan Application                                                                                                                                                                                                                                                                                  |
| <b>Item #7</b> | Authorization for Direct Debit                                                                                                                                                                                                                                                                    |
| <b>Item #8</b> | Building Permit Submittal Requirements                                                                                                                                                                                                                                                            |
| <b>Item #9</b> | Building Permit Application: May be completed by the homeowner or the contractor. The homeowner's original signature is required on the signature line. All contractors must be licensed and bonded with the Village prior to the permit being issued. All work must be completed within 60 days. |



## **Sump Pump Connection to Village Storm Sewer Program Description & Objectives**

This program is intended to provide residents assistance to eliminate a sump pump drainage issue. If a resident has a sump pump that drains to a location that is either a nuisance to the resident or the general public, the resident has the option to potentially connect their sump pump directly to the Village storm sewer.

Any resident can connect their sump pump to the Village storm sewer. The intent of the loan is to ease the initial cost of construction. The loan will be subject to Village approval and evaluation of the home and surrounding area.

You may call the Village of Palatine's Engineering Department for a no cost review of your property and evaluation of ability to connect to the Village storm sewer system.



## **Sump Pump Connection to Village Storm Sewer Guidelines**

1. Program is for the connection of the sump pump to a Village of Palatine storm collection structure.
  - a. All Village of Palatine permit requirements are required.
  - b. The application is for a loan only; the Village of Palatine will not share any of the cost.
  - c. The home owner will be responsible for any and all maintenance and or repairs of the line. Ownership of the line is entirely the homeowners.
  - d. Only the sump pump discharge line will be allowed to connect to the village storm sewer. (Down spout connection will not be allowed).
  - e. Design should follow layout of detail sheet shown.
  - f. Gravity drain will only be allowed (pumping directly into village structure will not be allowed).
  - g. Connection is subject to an inlet or catch basin in front or behind the property.
  - h. Crossing of another resident's property line will not be allowed.
  - i. Running of the pipe will be limited to perpendicular crossings of the village Right-of-Way only.



## **Sump Pump Connection to Village Storm Sewer General Construction Standards**

The Village of Palatine follows the following standard specifications for construction.

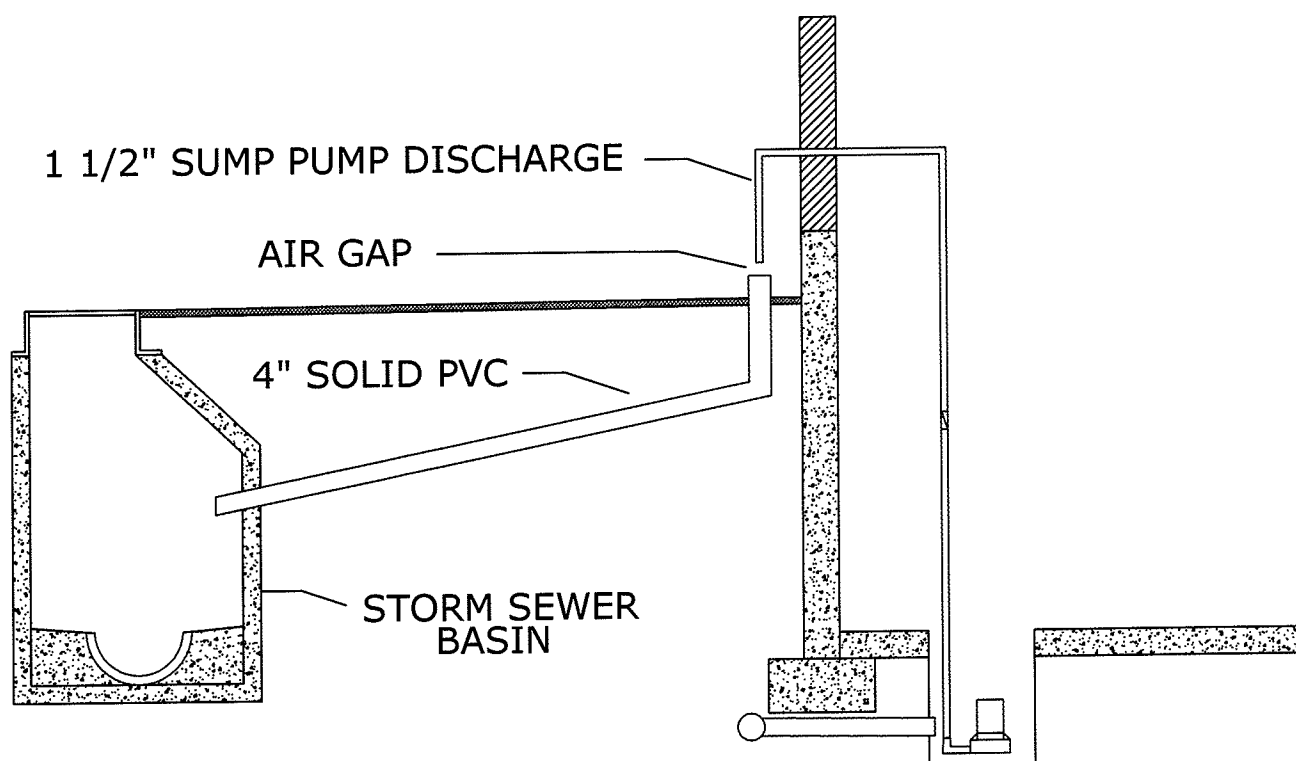
- Standard Specifications for Water and Sewer Main Construction in Illinois, May 1996 fifth edition.
  - a. All applicable sections of the above specifications are to be followed.
  - b. Adherence to the separation requirements for sewers and water mains/services is to be followed both in the horizontal and vertical directions.
- Illinois Department of Transportation - Standard Specifications for Road and Bridge Construction, Adopted January 1, 2007
  - a. The above specification is to be followed for all work don in Village of Palatine Right-of-Way.
- The attached detail is provided for guidance of installation.

# SUMP PUMP CONNECTION TO STORM SEWER

## NOTES

1. MAINTAIN  $\frac{1}{8}$  INCH PER FOOT GRADE ON DISCHARGE PIPE
2. CONNECTION WILL BE TO A STORM SEWER INLET, CATCH BASIN OR MAN HOLE UNLESS OTHERWISE DIRECTED BY VILLAGE ENGINEER
3. PENETRATION TO STRUCTURE WILL BE CORED. PATCHING WITH A NONSHRINK GROUT WILL BE DONE INSIDE AND OUT.
4. PVC PIPE WILL BE SCHEDULE 40, SDR 26 OR SDR 35.
5. PERMIT IS REQUIRED FROM THE VILLAGE.
6. ALL UNDERGROUND UTILITIES MUST BE LOCATED BEFORE DIGGING.

CALL JULIE BEFORE  
YOU DIG  
1-800-892-0123



# VILLAGE OF PALATINE

## ***What is a Plat of Survey and Why is it so Important?***

A plat is a map, drawn to scale, showing how a piece of land is divided. Plats can also legally dedicate land for roads and other rights-of-way/easements. It basically shows your house on your lot with all of your lot lines, setbacks and easements. Important-ABSOLUTLEY! Any outside work requiring a building permit will require a copy of the plat of survey.

### ***When would I have received one?***

Typically, you would have received a plat of survey when you purchased your home. It is usually found in your mortgage documents. If you cannot locate it, then you will need to order a new one.

### ***Doesn't the Village have a copy?***

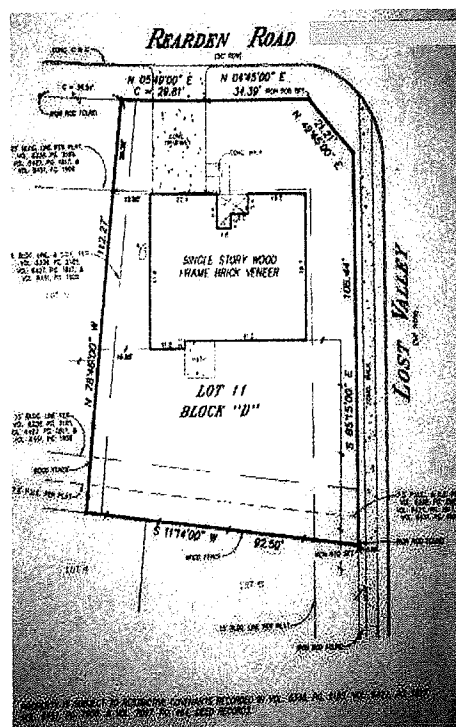
The Village will only have a copy if you have provided it to us in the past for an outside project that required a building permit. However, a Village copy may be outdated and not accurately represent the current conditions.

### ***Why are they required?***

The Village has ordinances that govern the amount of your lot that can be covered by structures and impervious surfaces. The zoning department will use your plat of survey to verify that your project does not require any special variances.

### ***How long does it take to create a plat of survey?***

Most land surveys require a two week turnaround time from initial order to completion. A survey field crew will visit your property to measure and obtain the necessary data. This information is then turned into a computer generated plat of survey.



**Example of a Plat of Survey**

### ***What is a Land Surveyor?***

A Professional Land Surveyor is a person who has qualified by education and experience, and who has passed an examination for registration required by the State of Illinois to practice Land Surveying in Illinois.

### ***How can I obtain the services of a licensed Land Surveyor?***

Ask someone who has employed a competent Land Surveyor.

Consult with your attorney, realtor, banker, or title insurer.

Look in the yellow pages under Surveyor-Land.

Obtain a list of Professional Land Surveyors in your area free of charge from the Illinois Professional Land Surveyor's Association

Illinois Professional Land Surveyors Association  
203 South Walnut Street • P.O. Box 588 • Rochester, IL 62563  
Phone 217/498-8102 • Fax 217/498-8489  
[www.iplsa.org](http://www.iplsa.org)

### ***How much will a Survey cost?***

Fees of Surveyors are on a level with other professions. The Surveyor's fees are dependent upon the size of the land and other factors, including the terrain and vegetation, accessibility, and if reliable survey monuments exist in the area. Therefore, the Surveyor will estimate the approximate cost of the survey for you prior to commencing the work. However, do not depend on the lowest priced survey to be the best survey. Obtain the services of a reputable Surveyor.



## **Sump Pump Connection to Village Storm Sewer Loan Information**

### **Loan Information**

1. Minimum Loan \$1000; Maximum Loan \$10,000
2. Loan Term = 10 years
3. Interest rate determination yearly indexed on State Treasurer Rates but not lower than 3%
4. Loan approval not based on family income
5. Loan shall be applied for through the Finance Department
6. Loan applicants must supply credit information as requested, provide real estate collateral and provide a letter of commitment from the applicant's contractor.
7. Loan applicant must execute Sewer Loan Promissory Note and Security Agreement satisfactory to the Village prior to disbursement of any funds
8. Loan shall not be approved if Municipal Services Account is not current
9. Loan repayments shall be made via the Municipal Service (Water, Sewer, & Refuse) Bill; any unpaid balances are subject to regular non-payment procedures up to and including termination of water service.
10. Participants are required to enroll in the Village of Palatine Auto Debit Program for payment of their municipal bill and repayment of the loan
11. Village shall make payments to applicants only, not to contractors

### **Application Procedures**

1. Contact the Engineering Department to apply for loan. A copy of your proposal is required.
2. Once the loan is approved, apply for the building permit. Follow the guidelines in this packet for building permit submittal.



## Sump Pump Connection to Village Storm Sewer Loan Application

**Requested Loan Amount \$** \_\_\_\_\_

Loan Applicant: \_\_\_\_\_ Drivers License # \_\_\_\_\_ Social Security # \_\_\_\_\_

Loan Co-Applicant: \_\_\_\_\_ Drivers License # \_\_\_\_\_ Social Security # \_\_\_\_\_

Property Address: \_\_\_\_\_ Years at this address \_\_\_\_\_

Have you ever gone through bankruptcy or Chapter 13? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If yes, When? \_\_\_\_\_  
 Do you have any unsatisfied judgments against you? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If yes, explain on other side

I/we hereby certify that the foregoing statements are true and complete and are made for the purpose of determining my/our eligibility for credit. By signing below, I/we authorize the Village of Palatine to make all inquiries necessary to verify the accuracy of the statements made herein and to determine my/our credit worthiness, including, but not limited to, procuring consumer credit reports from consumer reporting agencies and credit information from other financial institutions and extenders of credit.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Co-Applicant

\_\_\_\_\_  
 Date

-----  
 For Finance office use only:

\_\_\_\_\_  
 Municipal Services Account Number

Is account current? \_\_\_\_\_ Yes \_\_\_\_\_ No If not, please inform Finance Secretary



# PALATINE

## VILLAGE OF PALATINE

### AUTHORIZATION FOR DIRECT DEBIT

**CUSTOMER INFORMATION:**

Name: \_\_\_\_\_ Phone Number \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Village of Palatine Account No. \_\_\_\_\_

**FINANCIAL INSTITUTION INFORMATION:**

Name: \_\_\_\_\_ Phone Number \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Transit Routing Code (ABA #): \_\_\_\_\_

Account Type (Check one):

☐ CHECKING (attach blank voided check)☐ SAVINGS (attach blank voided deposit slip)

I authorize the Village of Palatine to initiate debit entries to my account indicated above. I understand automatic payment of my billing amount will be made on the bill's due date. This authority is to remain in full force and effect until I revoke the agreement by written notification to the Village in such time and manner to afford a reasonable opportunity to act upon the notice. I have the right to stop payment of a charge by notifying the Village three business days prior to the due date on my bill. I understand that both the Village and the financial institution named above reserve the right to terminate this agreement or my participation therein. A copy of this authorization will be provided at your request. I have read and agree to the terms of this direct debit payment plan.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Office Use Only:

DR: \_\_\_\_\_

ED: \_\_\_\_\_

BP: \_\_\_\_\_



**Sump Pump Connection to Village Storm Sewer  
Required Submittals**

1. 3 copies of the plat of survey. The plat should show the proposed routing of the connection line, list the pipe material, pipe size and call out any bends required.
2. 1 copy of the signed contract for the contractor you will be using. The contract should explain in detail the work to be performed including restoration of Village of Palatine Right-of-Way
3. Original of the Village of Palatine building permit. The permit should be completed in full and have the original signature of the homeowner



# Permit Application

## Page 1 of 4

Building & Inspections Division  
200 E. Wood St.  
Palatine, IL 60067  
Phone: (847) 359-9042  
Fax: (847) 359-9099  
www.palatine.il.us

PRINT CLEARLY, ILLEGIBLE AND/OR INCOMPLETE APPLICATIONS WILL BE RETURNED (This is a two sided application)

### Property Information

Address: \_\_\_\_\_ Real Estate Tax Index Number: \_\_\_\_\_

Lot/Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_ **Attach Legal Description**

### Project Information

Valuation Work: \$ \_\_\_\_\_ Description of work: \_\_\_\_\_

Type of Structure (check one)					
<input type="checkbox"/> 101	Single Family - Detached	<input type="checkbox"/> 320	Industrial	<input type="checkbox"/> 329	Structures Non-Buildings
<input type="checkbox"/> 102	Single Family - Attached	<input type="checkbox"/> 321	Parking Garages	<input type="checkbox"/> 434	Add/Alt Residential
<input type="checkbox"/> 103	Two Family Building	<input type="checkbox"/> 322	Serv. Station/Repair Garage	<input type="checkbox"/> 437	Add/Alt Non-Residential
<input type="checkbox"/> 104	3 & 4 Family Building	<input type="checkbox"/> 323	Hospitals and other Instit.	<input type="checkbox"/> 438	Add/Alt Residential Garage
<input type="checkbox"/> 105	5 or more Family Building	<input type="checkbox"/> 324	Office, Bank or Professional	<input type="checkbox"/> 645	Demolitions – One Family
<input type="checkbox"/> 213	Hotels/Motels/Cabins	<input type="checkbox"/> 325	Public Works & Utilities	<input type="checkbox"/> 646	Demolitions – Two Family
<input type="checkbox"/> 214	Other non hsekgp shelter	<input type="checkbox"/> 326	Schools & other Institutional	<input type="checkbox"/> 647	Demolitions – 3 & 4 Family
<input type="checkbox"/> 318	Amusement & Recreational	<input type="checkbox"/> 327	Stores and other Mercantile	<input type="checkbox"/> 648	Demolitions – 5+ Family
<input type="checkbox"/> 319	Churches & other Religious	<input type="checkbox"/> 328	Other Non-Residential	<input type="checkbox"/> 649	Demolitions – All Other Bldgs

Check all the following that applies to your project. By providing this information, you assist us in expediting the plan review process. This means a quicker response time for your plan review. Failure to properly fill in this information will delay the processing of your project. NOTE: This does not apply to detached single family homes or additions.

Plumbing ☐ Electrical ☐ Fire Sprinkler or Alarm ☐ Grading ☐ Structural Design ☐ Sale or Prep of Food Products ☐

### Contact Information

### Contractor Information

If corrections required: Fax ☐ Mail ☐ Email ☐

#### Applicant

#### Lessee

Contact Name \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
E-mail \_\_\_\_\_

Contact Name \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Email \_\_\_\_\_

#### Owner

#### Architect

Contact Name \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
E-mail \_\_\_\_\_

Contact Name \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Email \_\_\_\_\_

#### OFFICIAL USE ONLY

Approved by: \_\_\_\_\_ Permit number: \_\_\_\_\_  
Date of approval: \_\_\_\_\_ Date issued: \_\_\_\_\_  
Date of notification: \_\_\_\_\_ Notified by: \_\_\_\_\_





## Permit Application Page 2 of 4

Building & Inspections Division  
200 E. Wood St.  
Palatine, IL 60067  
Phone: (847) 359-9042  
Fax: (847) 359-9099  
www.palatine.il.us

PROPERTY ADDRESS \_\_\_\_\_

### Signatures

I hereby certify to the correctness and accuracy of this application and all submitted information and agree to perform the above construction in strict compliance with all provisions of the Village of Palatine code of ordinances. It is my understanding that no error or omission in either the plans or application, whether said plans or application has been approved by the Community Services Department or not, shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the ordinances of the Village relating therein. In addition, I hereby authorize the above listed contractors to perform all work necessary to complete the requirements of this permit. I also understand that the Code Official upon presentation of proper credentials may enter at reasonable times any building, structure or premises in the jurisdiction to perform any duty imposed upon him by such ordinances. Having read this application, the information handout, and fully understanding the intent thereof, I declare that the statements made are true to the best of my knowledge and belief. **If the property listed above is in a trust, Pursuant to Chapter 765, Section 405/2, of the Illinois Compiled Statutes, the identity of each beneficiary of a land trust must be disclosed upon application to the Village of Palatine for any benefit, authorization, license or permit relating to the land which is the subject of such trust. Such application shall identify each beneficiary by name and address and define his interest therein. Such application shall then be verified by the land trustee, as applicant, or by the beneficiary as a beneficial owner of an interest in such land trust.**

### **ORIGINAL OWNERS SIGNATURE REQUIRED – FACSIMILES OR COPIES WILL NOT BE ACCEPTED**

**Owner** Check if property is in a trust ☐

Print Name: \_\_\_\_\_ Check if applicant ☐

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AS THE OWNER OF THE ABOVE PROPERTY, AND BY SIGNING ABOVE, I UNDERSTAND AND AGREE THAT PER THE PALATINE CODE OF ORDINANCES PLAN REVIEW FEES ARE DUE FOR EACH PERMIT APPLICATION SUBMITTED REGARDLESS OF WHETHER THE PERMIT IS PURSUED, EXPIRED OR ISSUED.**

### **General Contractor**

Print Name: \_\_\_\_\_ Check if applicant ☐

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Applicant (if different than above)**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### ***24 HOUR EMERGENCY CONTACT-DURING CONSTRUCTION:***

***NAME:*** \_\_\_\_\_

***PHONE NUMBER:*** \_\_\_\_\_

### **PLEASE READ!**

**YOU WILL HAVE 30 DAYS FROM THE DATE YOUR PERMIT IS APPROVED TO PAY FOR AND PICK UP YOUR BUILDING PERMIT. FAILURE TO DO SO WILL RESULT IN THE FORFEITURE OF SAID PERMIT WITH PLAN REVIEW FEES COLLECTED.**



# Permit Application

## Page 3 of 4

Building & Inspections Division  
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Palatine, IL 60067  
Phone: (847) 359-9042  
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www.palatine.il.us

PROPERTY ADDRESS \_\_\_\_\_

### Contractors

#### General

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Asphalt

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Carpenter

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Concrete

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Demolition

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Electrical

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

#### Excavating

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

#### Fire Alarm

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

#### Fire Sprinkler

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

#### Hood & Duct

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_



# Permit Application

## Page 4 of 4

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Phone: (847) 359-9042  
Fax: (847) 359-9099  
www.palatine.il.us

### PROPERTY ADDRESS \_\_\_\_\_

#### Contractors

##### HVAC

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

##### Landscape/Brick paver

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

##### Lawn Sprinkler

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

##### Masonry

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

##### Plumbing

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

LETTER OF INTENT ☐

##### Roofer

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

##### Sewer/Water

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

##### Sign

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_

##### Steel

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Lic \_\_\_\_\_

##### Swimming Pool

Contact \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Day Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Cell \_\_\_\_\_  
Pal Reg \_\_\_\_\_ Bond \_\_\_\_\_ Fee \_\_\_\_\_