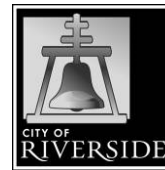


City of Riverside

Building & Safety Division

Phone: (951) 826-5697, Fax: (951) 826-5622

www.riversideca.gov



❖ MAIL-IN PERMIT APPLICATION ❖

NOTE: ONLY A **LICENSED CONTRACTOR** OR THE **LEGAL PROPERTY OWNER** MAY APPLY FOR THIS PERMIT
IF PROPERTY OWNER PULLS PERMIT THEN THEY MUST COMPLETE THE PROPERTY OWNER'S PACKAGE

Job Address: _____ Residential _____ Commercial _____

IF YOU ARE A **LICENSED CONTRACTOR** APPLYING FOR THE PERMIT, COMPLETE THE **(CONTRACTOR & PROPERTY OWNER'S INFO)**:

Contractor Name: _____ Phone #: _____

Business Address: _____ City: _____ State: _____ Zip: _____

Contractor's License #: _____ City Business License #: _____

CONTRACTORS -- You must also complete the information contained in Boxes ①, ③, ④, & ⑤ below.

IF YOU ARE THE **LEGAL PROPERTY OWNER OR CONTRACTOR** APPLYING FOR THE PERMIT COMPLETE THE FOLLOWING:

Property Owner's Name: _____ Phone #: _____

Property Owner's Address: _____ City: _____ State: _____ Zip: _____

PROPERTY OWNERS -- You must also complete the information contained in Boxes ②, ④, & ⑤ below.

① LICENSED CONTRACTORS DECLARATION I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

License Class _____ Lic. No: _____ Date ____/____/____

Contractor Signature _____

② OWNER-BUILDER DECLARATION I hereby affirm that I am exempt from the Contractors License Law for the following reason (Sec. 7031.5, Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt therefrom and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044, Business and Professions Code: The contractors License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or herself or through his or her own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the owner-builder will have the burden of proving that he or she did not build or improve for the purpose of sale).

I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon and who contracts for such projects with a contractor(s) licenses pursuant to the Contractors License Law.).

I am exempt under Sec _____ B & P.C. for this reason _____

Date ____/____/____ Owner Signature _____

③ WORKERS' COMPENSATION DECLARATION I hereby affirm under penalty of perjury one of the following declarations:

I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier & Policy No. _____ (ATTACH A COPY OF YOUR CERTIFICATE)

(This section need not be completed if the permit is for one hundred dollars (\$100) or less).

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Date ____/____/____ Applicant _____
WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES, AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SEC. 3706 OF THE LABOR CODE, INTEREST, & ATTORNEY' FEES.

④ CONSTRUCTION LENDING AGENCY I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civ.C.).

Lender's Name _____ Lender's Address _____

⑤ APPLICANT'S SIGNATURE I certify that I have read this application and state that the above information is correct, I agree to comply with all city and county ordinances and state laws relating to building construction, and hereby authorize representatives of the City of Riverside to enter upon the above-mentioned property for inspection purposes.

Signature of Applicant (Contractor or Owner) _____ Print Name _____ Date ____/____/____

City of Riverside



❖ MAIL-IN PERMIT FEE WORKSHEET-PLUMBING, MECHANICAL, ELECTRICAL ❖

Only the **Residential** items listed below are allowed to be permitted by this Mail-in Permit Application. These types of permit activities generally do not require plans nor approvals from other City Departments prior to permit issuance.

Note: Projects different than those listed below are not allowed to be permitted by Mail-in Application.
For projects different than those listed below, please visit the Building & Safety Division at 3900 Main Street.

COMPLETE THIS WORKSHEET TO DETERMINE FEE			
DESCRIPTION	NUMBER	FEE	TOTAL
ISSUANCE FEE- applicable to each permit		\$34.00	
RESIDENTIAL PLUMBING ITEMS			
Water Heater replacement (up to 100k BTU)		\$9.90	
Tank less Water Heater replacements (BTU < 100K) Attach gas line Isometric		\$13.28	
Tank less Water Heater replacements (BTU > 100K) Attach gas line Isometric		\$28.13	
Add one gas outlet to an existing gas system		\$1.55	
Replacement of <u>one</u> of the following existing fixtures: <i>sink, lavatory, shower, tub, toilet, dishwasher, garbage disposal</i>		\$5.50	
Replacement of an existing sewer lateral		\$17.60	
Water Pipe replacement/repair (<u>not</u> entire re-pipe)		\$5.50	
Drain-Vent replacement/repair (<u>not</u> entire re-plumb)		\$5.50	
Addition of a hose bibb		\$5.50	
Lawn Sprinkler system		\$8.80	
RESIDENTIAL MECHANICAL ITEMS			
Forced Air Furnace replacement (<i>up to 100kBTU</i>)		\$12.10	
Air Conditioning Unit replacement (<i>up to 3 ton or 100kBTU</i>)		\$9.90	
Single or Dual Wall Heater replacement		\$9.90	
RESIDENTIAL ELECTRICAL ITEMS			
Add <u>one</u> 110 volt electrical outlet, receptacle, switch or light		\$0.55	
* Note: If permit is being issued to property owner, please fill out Property Owner Package Form and have it notarized. Add an additional \$8.00 to the total fee for document archival.			\$
TOTAL FEE			

Inspection Information: All permitted work must be inspected by a City of Riverside Building Inspector before it is concealed from view. Please call (951) 826-5361 and schedule an inspection when the work is ready.