Minor Mechanical Label Application

Please check one: ❑ Commercial ❑ Residential

Instructions: Please complete the requested information (print legibly). Labels are sold in a book of ten labels. The minimum order is one book. Indicate how many books you wish to order. Return the completed application and payment to the Development Services Center, 1900 SW 4th, Suite 5000, Portland, 97201.

Acknowledgement: I the undersigned understand that work conducted using a Minor Label is subject to Planning and Zoning regulations. I will verify that Zoning regulations are met prior to performing any work by conferring with City of Portland Zoning staff (Hotline 503.823.7526).

I understand that if the replacement equipment weighs more than the existing equipment, even though the work is conducted using a Minor Label, the installation requires structural calculations by a Licensed Structural Engineer. If I have questions, I will contact the City of Portland at 503.823.1107.

I certify I understand the policies and procedures of the Minor Mechanical Label Program as defined in the Program Guide.

I understand that Mechanical equipment is subject to compliance with provisions of title 18, Noise Code.

I understand that it is my responsibility to contact the Oregon Utility Notification Center (Call before you dig) at 800.332.2344.

Signature Date

Owner/Owner's Agent/Contractor:			
Mailing Address:			
City:	State:	Zip Code:	
Phone Number:	Construction Contractor's Board Number:		
Minor Mechanical Labels - $362 per book	Quantity of Books:	Permit Fee X $362	Permit Fee Total:
State of Oregon Surcharge - $43.44 per book	Quantity of Books:	State Surcharge X $43.44	State Surcharge Total:
			Total Fees Due:

Office Use Only Below This Line:

Date:	Verified By Permit Technician:
Label Number Sequence: **from** **to**	Issued By Cashier: