

**BUILDING PERMIT APPLICATION FORM**

New Construction    Addition    Renovation    Demolition    Change of Use    Sign    Other

Development Permit Number: \_\_\_\_\_

File Number: \_\_\_\_\_

Application Date: \_\_\_\_\_

Estimated Project Completion Date: \_\_\_\_\_

Applicant Type:  Homeowner    Contractor

Cost of Installation (Market Value Including Equipment) \$ \_\_\_\_\_

The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act. A permit may expire if the undertaking to which it applies: (a) is not commenced within 90 days of issue of the permit, (b) is suspended or abandoned for a period of 120 days. An extension can be considered when applied for in writing prior to permit expiry date.

**\*\*2 Sets of plans / specifications & payment must accompany this application\*\***

Owner Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner's Signature / Declaration (Single Family Residential Only)**

"I hereby declare I am the owner of the premises in which the work will be conducted, and reside or will reside on the property. I am doing the work myself, and assume responsibility for compliance with the applicable Act and Regulations"

Company Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor/Architect/Engineer Name \_\_\_\_\_

Signature \_\_\_\_\_

**Project Location in the Town of Vegreville:**

**Work:** not started  in progress  complete

Street Address: \_\_\_\_\_ Tax Roll #: \_\_\_\_\_

Legal Subdivision: Part of: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ West of: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Directions: \_\_\_\_\_

**BUILDING TYPE:**

- Dwelling Unit
- Detached/Attached Garage
- Accessory Building
- Basement Development
- Deck
- Wood Burning Stove/Fireplace
- Certification # \_\_\_\_\_
- Foundation Type \_\_\_\_\_
- Other (specify) \_\_\_\_\_

**TYPE OF WORK:**

- New Construction
- Relocation
- Addition
- Renovation
- Demolition
- Change of Occupancy
- Manufactured Home\*
- Modular Home\*
- \*CSA # \_\_\_\_\_
- Development # \_\_\_\_\_

**BUILDING USE:**

- Farm
- Single/Multi Residential
- Commercial
- Industrial
- Institutional
- Oil & Gas
- Other (specify) \_\_\_\_\_

**BUILDING AREA IN SQ. FT.:**

- Number of stories \_\_\_\_\_
- Main area \_\_\_\_\_
- 2<sup>nd</sup> floor \_\_\_\_\_
- Basement \_\_\_\_\_
- Garage \_\_\_\_\_
- Total Area \_\_\_\_\_
- Deck \_\_\_\_\_
- Basement developed at time of construction?  
 Yes    No

**Description of Work:** \_\_\_\_\_

**Energy Compliance Method:**  Performance    Trade-Off    Prescriptive

\*Manufactured Home – transportable in single or multiple sections; is ready for residential occupancy upon completion of setup.

\*Modular Home – assembled at site in sections; sections have no chassis, running gear nor its own wheels.

**Payment Type:**  Cash    Cheque    Interac    M/C    Visa

**Permit Fee: \$** \_\_\_\_\_

**+ SCC Levy\*: \$** \_\_\_\_\_

**Total Cost: \$** \_\_\_\_\_   **Receipt #: \_\_\_\_\_**

\*\$4.50 or 4% of the permit fee maximum \$560.00

**The Inspections Group Inc.**

300W, 14310 – 111 Avenue NW  
EDMONTON AB T5M 3Z7  
Phone: (780) 454 5048   Toll Free: (866) 554 5048  
Fax: (780) 454 5222   Toll Free: (866) 454 5222

www.inspectionsgroup.com

questions@inspectionsgroup.com

**REMIT PAYMENT AND APPLICATION TO THE INSPECTIONS GROUP INC.**

**PLEASE CONTACT THE INSPECTIONS GROUP INC. FOR INSPECTIONS ALLOWING 2 – 5 WORKING DAYS NOTICE AND PROVIDE SAFE ACCESS.**

The personal information provided as part of this application is collected under the authority of the Safety Codes Act, the Municipal Government Act, and in accordance with the Protection of Privacy Act (POPA) and the Access to Information Act (ATIA). This information is required and will be used for issuing permits, verifying and monitoring compliance with safety codes, and for property assessment purposes. The name of the permit holder and the nature of the permit may be made available to the public upon request. **For questions about the collection of personal information, contact the Town of Vegreville Privacy Officer at [privacyofficer@vegreville.com](mailto:privacyofficer@vegreville.com), 780-632-7951 or 4829-50 Street, Box 640, Vegreville, Alberta T9C 1R7.**