

MOVING PERMIT APPLICATION CHECKLIST



REQUIRED DOCUMENTS FOR MOVING PERMIT (INSIDE CITY TO OUTSIDE CITY)

By checking each requirement you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually discarded. A new application, the original application, complete plans, and a new checklist will be required for re-submittal for plan review. This resubmittal will be treated as a new application and will be processed in the order of receipt.

1. Completed permit application
2. Two (2) copies of route waiver form attached (If option taken)
3. Two (2) copies of route approval form attached
4. Two (2) copies of intent to clear lot form attached

I, _____ have read the above information and acknowledge that all required documents have been provided.

Please Print

Signature _____

Date _____