



TRADE PERMIT APPLICATION

Roanoke County / Town of Vinton - Development Services
5204 Bernard Dr. / P.O. Box 29800 Phone 540-772-2065
Roanoke, VA 24018 Fax 540-772 2108



APPLICATION # _____

Check Appropriate Boxes

☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Fire Safety

☐ Residential ☐ Commercial (PROJECT NAME) _____

PROPERTY INFORMATION	Job Primary Address:		Secondary Address:	
	Subdivision:		Lot #:	Tax Map #:
	Owner(s):		Phone:	
	Mailing Address:		Cell:	
			E-mail:	
APPLICANT INFORMATION	Applicant (if other than owner):		Phone:	
	Applicant Address:		Cell:	
			Fax:	E-mail:
	State License #:		Expiration Date:	County License:

PROJECT DESCRIPTION	Briefly, but thoroughly, describe the proposed work. You may attach additional sheets if necessary.	

ELECTRICAL INFORMATION	<input type="checkbox"/> Additional Wiring <input type="checkbox"/> Service <input type="checkbox"/> Service Change <input type="checkbox"/> Temporary Pole <input type="checkbox"/> Equipment <input type="checkbox"/> Other _____	MECHANICAL INFORMATION	<input type="checkbox"/> Fuel / Gasline <input type="checkbox"/> HVAC Equipment <input type="checkbox"/> Gas Logs <input type="checkbox"/> Commercial Hood <input type="checkbox"/> Other _____	PLUMBING INFORMATION	<input type="checkbox"/> Waterline <input type="checkbox"/> Sewerline <input type="checkbox"/> Irrigation/Lawn Sprinkler <input type="checkbox"/> Install Equipment <input type="checkbox"/> Annual Backflow Insp. <input type="checkbox"/> Other _____	FIRE SAFETY INFORMATION	<input type="checkbox"/> Fire Alarm <input type="checkbox"/> Hood Suppression <input type="checkbox"/> Fire Sprinkler <input type="checkbox"/> Other _____
	<input type="checkbox"/> New <input type="checkbox"/> Repairing <input type="checkbox"/> Replacing		<input type="checkbox"/> New <input type="checkbox"/> Repairing <input type="checkbox"/> Replacing		<input type="checkbox"/> New <input type="checkbox"/> Repairing <input type="checkbox"/> Replacing		
	**EST.COST \$ _____		**EST.COST \$ _____		**EST.COST \$ _____		**EST.COST \$ _____

Disclaimer: Any work not listed in the project description section or the individual trade box above on this application is not covered by the permit issued from this application.
****Estimated Cost is to include materials, labor, subcontractor overhead and profit.**

Office Use Only

FEMA ☐ YES ☐ NO

I hereby certify that I am the owner of the record of the herein described property, or that the proposed work has been authorized by the owner of record and that I have been authorized to make this application as a designated agent. I agree to conform to all applicable state and local regulations, rules and policies and such shall be deemed a condition entering into the exercise of the permit. In addition, if a permit is issued, I certify that the code official or his authorized representative shall have the authority to enter the area(s) described herein at any reasonable hour for the purpose of enforcing the provisions of the applicable code(s).

Signature: _____ Date: _____