



## CITY OF BIG LAKE FIREPLACE PERMIT APPLICATION (Residential Projects Only)

**CITY OF BIG LAKE**

Building Department  
160 Lake Street North, Big Lake, MN,  
Direct: 763-251-2980 / Fax: 763-263-0133

Date Received by City \_\_\_\_\_

<b>PROPERTY ADDRESS</b>										
<b>PROPERTY OWNER NAME AND ADDRESS</b>	<b>PROPERTY OWNER PHONE NUMBER</b>									
<b>APPLICANT NAME</b>	<b>APPLICANT PHONE NUMBER</b>									
<b>APPLICANT ADDRESS</b> (Street, City, Zip Code)	<b>APPLICANT E-MAIL</b>									
<b>CONTRACTOR NAME</b>	<b>CONTRACTOR PHONE NUMBER</b>									
<b>CONTRACTOR ADDRESS</b> (Street, City, Zip Code)	<b>CONTRACTOR E-MAIL</b>									
<b>CONTRACTOR'S STATE LICENSE NUMBER/BOND (REQUIRED)</b>	<b>EXPIRATION DATE OF LICENSE/BOND</b>									
<b>BRIEF PROJECT DESCRIPTION</b>	<b>COMPLETED VALUE OF PROJECT</b> (Include labor and materials)									
<table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">Permit Fee</td> <td style="text-align: right;">100.00</td> <td rowspan="4" style="vertical-align: middle; padding-left: 20px;"> <i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i> </td> </tr> <tr> <td>License Check Fee</td> <td style="text-align: right;">---</td> </tr> <tr> <td>Surcharge</td> <td style="text-align: right;">1.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>101.00</b></td> </tr> </table>		Permit Fee	100.00	<i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i>	License Check Fee	---	Surcharge	1.00	<b>TOTAL</b>	<b>101.00</b>
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License Check Fee	---									
Surcharge	1.00									
<b>TOTAL</b>	<b>101.00</b>									
<b>Signature of Applicant</b> ( Owner or Contractor )										
<b>Date</b>										

**PLEASE HAVE REPRESENTATION ON SITE FOR SCHEDULED INSPECTIONS.**

<b>REQUIRED INSPECTIONS:</b>
Fireplace Rough-In
Gas Line Air Test
Fireplace Final

**THIS INSPECTION CARD IS TO BE POSTED ON THE PROJECT SITE PRIOR  
TO COMMENCING THE WORK, PROTECTED FROM DAMAGE, & POSTED SO  
IT IS VISIBLE FROM THE STREET AND ACCESSIBLE AT TIME OF INSPECTION.**

**MINIMUM 24-HOUR NOTICE IS REQUIRED WHEN SCHEDULING INSPECTIONS**

**FOR INSPECTIONS CALL: 763-251-2980**