



CITY OF KINSTON
 WWW.CI.KINSTON.NC.US
Permits, Inspections & Code Enforcement

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Office Use:	
App #	_____
P.D.	_____
P.T.	_____

MECHANICAL PERMIT APPLICATION
 Revised July 2020

Project or Customer Name: _____

Project Address: _____

Mechanical Contractor: _____ **License #:** _____

Contact Person: _____

Phone: _____ **Email:** _____

Description of proposed work: (Please specify type of equipment such as pkg heat pump, split system, gas pack, etc. and indicate tonnage). _____

CHANGE OUT: (Same type equip) _____; **REPLACEMENT:** (Different type equip) _____; **NEW:** _____:

PROJECT VALUATION: \$ _____ (Required)

Please check applicable: A separate electric permit is required if wiring is upgraded or replaced. A duct seal certificate is required where applicable.

___ Less than 10 tons \$100 per unit; ___ Greater than 10 tons \$200 per unit;

___ Residential Gas Piping \$50; ___ Commercial Gas Piping \$100;

___ Mobile / Modular Connection \$50; ___ Replace Duct \$50

___ **New Commercial Construction**

(Total Square feet _____ x .08 = _____ + \$100 = \$ _____);

___ **New Residential Construction**

(Total Square feet _____ x .05 = _____ + \$ 50 = \$ _____);

___ Commercial Renovations / Modifications / All Other

(Valuation amount \$ _____ x .0025 = _____ plus \$100 = \$ _____);

___ Residential Renovations / Modifications / All Other

(Valuation amount \$ _____ x .0025 = _____ plus \$ 50 = \$ _____);

PERMIT FEE: \$ _____ (Rounded)

I certify that all information on this application is correct and all work will comply with the state building code and all other applicable state and local laws, ordinances and regulations.

Signature: _____ **Date:** _____

Licensee or Authorized Representative