# APPLICATION FOR BUILDING PERMIT

**VILLAGE OF ROUND LAKE BEACH**
**1937 Municipal Way, Round Lake Beach, IL 60073**
**(T) 847-546-2351 (E) RESIDENTIALPERMITTING@roundlakebeachil.gov**

Project Site Address: _____

Property Owner: _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

Applicant (if not the owner): _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

Occupant (if not the owner): _____ Cell Phone: _____

**SCOPE OF WORK, PART 1** **Job Type: _____**

Estimated Cost: $_____ *(specifically for this portion of the scope of work)*

Type of Contractor: ____None/DIY ____Gen ____ Roof _____Siding ____ HVAC ____ Plumbing ____Electrical

Contractor Name: _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

**SCOPE OF WORK, PART 2** **Job Type: _____**

Estimated Cost: $_____ *(specifically for this portion of the scope of work)*

Type of Contractor: ____None/DIY ____Gen ____Roof ____Siding ____ HVAC ____ Plumbing ____Electrical

Contractor Name: _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

***CONTINUED ON BACK***

**SCOPE OF WORK, PART 3** **Job Type: _____**

Estimated Cost: $_____ *(specifically for this portion of the scope of work)*

Type of Contractor: ____None/DIY ____Gen ____ Roof ____Siding _____ HVAC ____Plumbing ____Electrical

Contractor Name: _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

**SCOPE OF WORK, PART 4** **Job Type: _____**

Estimated Cost: $_____ *(specifically for this portion of the scope of work)*

Type of Contractor: ____ None/DIY ____ Gen ____ Roof ____ Siding ___ HVAC____ Plumbing ____ Electrical

Contractor Name: _____

Address, City, Zip: _____

Cell Phone: _____ Email: _____

**TOTAL ESTIMATED PROJECT COST: $_____**

**IMPORTANT NOTIFICATIONS FOR OWNER & APPLICANT**

1. ***Contractor Registration Required:*** Complete information on ALL contractors is required prior to permit approval. The Village will verify that all contractors are currently registered with VRLB (see our website for requirements).

2. ***Attention Owners with HOAs:*** The Village will evaluate this application based on compliance with the Village's codes and ordinances. It is the Property Owner's responsibility to verify the proposed improvements meet the guidelines of your local homeowner's association.

3. ***Owner's Representative Legal Statement:*** By signing below, the Applicant hereby certifies that all information provided herein is true and correct; that all provisions of the ordinances of VRLB shall be complied with; that the proposed work is authorized by the owner of record; and that I have been authorized to submit this application as his or her agent.

**Signature of Property Owner: _____ Date: _____**

**Signature of Contractor/ Applicant: _____ Date: _____**

***Return with ALL REQUIRED ATTACHMENTS to the Village Hall or by email. Your application will be processed within 10 days.***

**FOR OFFICE USE ONLY**

Approved by Director of Inspections: _____ _____

Signature Date