

Mechanical Permit Application
Town of Herndon – Building Inspections
 777 Lynn Street 2nd Floor, Herndon, VA 20170
 Telephone (703) 435-6850
 E-Mail: buildinginspections@herndon-va.gov



BUILDING PERMIT # _____

JOB ADDRESS: _____ **SUITE/FLOOR #:** _____

GENERAL CONTRACTOR: _____

PROPERTY OWNER: _____

NAME OF TENANT/OCCUPANT: _____

**PLEASE ENTER HOW MANY OF EACH YOU ARE ADDING/REPLACING/ALTERING.
 IF IT DOES NOT APPLY, PLEASE LEAVE IT BLANK.**

CONTRACT VALUE: \$ _____

EQUIPMENT VALUE: \$ _____

Boiler	#	BTU
Low Press Steam	#	LBS
Minature	#	
Power Plus	#	HP
Dumbwaiter (pwr)	#	
Dumbwaiter (hand)	#	
Central Heat	#	BTU
Duct Work	Yes	No
Heat - Other	#	BTU
Heat Pump	#	Tons
Incremental Heat/AC	#	

Incenerator	#	LBS/HR
Manlift	#	
Oil Burn (Light)	#	
Oil Burn (Heavy)	#	
ADA Porch lift	#	
Refrigeration	#	Tons
Solar Heating	#	
Speace Heater	#	BTU
UST Tank	#	BTU
AST Tank	#	BTU
Unfire Pressure Vessell	#	
Unit Heaters	#	BTU

CONTRACTOR INFORMATION

SUBCONTRACTOR: _____ **PHONE:** _____

ADDRESS: _____ **EMAIL:** _____

SIGNATURE: _____ **NAME:** _____

VIRGINIA STATE CONTRACTORS LICENSE: _____ **EXP. DATE:** _____

*A contractor doing more than \$25,000 a year of work within the Town of Herndon must obtain a business license. Please contact 703-435-6813 if your business falls within this category.

SUBMITTER/CONTACT INFORMATION

NAME: _____ **TELEPHONE NUMBER:** _____

EMAIL: _____

ADDRESS: _____