

Fire Sprinkler

Town of Herndon - Building Inspections
777 Lynn Street 2nd Floor Herndon, VA 20170
(703) 435-6850 buildinginspections@herndon-va.gov



PRE-APPLICATION REQUIREMENTS

Fire sprinkler plans must be approved by the Fairfax County Fire Marshal prior to applying for a permit.

REQUIRED DOCUMENTS

The documents below must be included in the application package. Failure to include the following will result in your application being returned.

- Completed fire sprinkler application
- State Contractors license
- Owners Affidavit
- Fire Marshal approved plans and specifications

HOW TO APPLY

Email all of the required documentation and plans to buildinginspections@herndon-va.gov

WHAT'S NEXT

Once your permit has been reviewed and approved by all Town agencies you will receive and email with payment instructions. Once payment is made, you will receive your permit(s) and approved plans by email.

Fire Sprinkler Permit Application

Town of Herndon – Building Inspections

777 Lynn Street 2nd Floor, Herndon, VA 20170

Telephone (703) 435-6850 Fax (703) 318-8492

E-Mail: buildinginspections@herndon-va.gov

BUILDING PERMIT NUMBER _____

Date _____

Project Address: _____
Street Address

Property Owner: _____

Contractor: Name: _____ Contact Person _____
Please Print

Address: _____

Phone: _____ Plumber/Sprinkler Lic. #: _____

Sprinkler Permit Requested For: (Describe) _____

Project Status: (Check the appropriate block/blocks):

(New Work ___) (Equipment Added ___) (Equipment Modification ___)

(Equipment Repair or Replacement ___) (Existing Equipment Relocate ___)

Project Equipment, Materials, and Labor Valuation: \$ _____

CERTIFICATE: "I hereby certify that I have the authority to make this application, that the information given is correct and that use and installation shall conform to all applicable laws and regulations".

Applicants Signature: _____

Applicants Name: _____
Print

Applicants Email: _____

Notice:

- 1) Three sets of clear, detailed and completed drawings for this project must accompany this application.
- 2) Separate permits must be acquired by licensed contractors for all electrical and/or mechanical work involved in this project.

<u>OFFICE OF THE FIRE MARSHAL</u>	<u>PLAN REVIEW</u>	
(APPROVED _____)	(NOT APPROVED _____)	Date _____
By: _____	Test Fee \$ _____	

Test Fee \$ _____

Plumbing Permit Fee \$ _____

Total Fees \$ _____

Phone #: (703) 435-6850

Fax #: (703) 318-8492