



Real People. Real Possibilities:

Public Service
Department
614.334.2557

HVACR PERMIT APPLICATION

Allow 2-3 business days for processing.
The approved permit will be mailed to you.

If HVAC drawings were not part of the plan review application, you must obtain the plan review prior to applying for HVAC PERMIT.

PLEASE INDICATE THE BUILDING PERMIT# THIS APPLICATION RELATES TO:

CERTIFIED ADDRESS INFORMATION:

Street Address: _____
 Lot Number & Subdivision: _____

APPLICANT INFORMATION: (individual)

Name of Applicant: _____
 Applicant's e-mail: _____
 Applicant's Phone #: _____

CONTRACTOR INFORMATION: (Company)

Contractor Company Name: _____
 Hilliard Contractor Registration #: _____

	ITEM	QTY	SFT	FEE STRUCTURE	FEE	=	Total	
RESIDENTIAL	NEW BUILD		N/A	\$150 flat fee	\$150.00	=		
	REPLACEMENT or ALTERATION	A/C						
		FURNACE		N/A	\$75 each flat fee	\$75.00	=	
		OTHER						
Multi-Family Res: 1-2-3 Units = + 1% Com: 4+ Units = + 3%	NEW BUILD (# OF UNITS IN SHELL)		N/A	\$150 flat fee	\$150.00	=		
	REPLACEMENT or ALTERATION	A/C						
		FURNACE		N/A	\$75 each flat fee	\$75.00	=	
		OTHER						
COMMERCIAL	NEW BUILD			\$150 + 0.03/sft (min. \$150)	\$150.00	=		
	REPLACEMENT or ALTERATION	A/C						
		FURNACE		N/A	\$100 each flat fee	\$100.00	=	
		ROOFTOP UNIT						
		OTHER						
	REFRIGERATION		N/A	\$100 each flat fee	\$100.00	=		

This permit is granted on the express condition that said work shall, in all respects, conform to the laws of Ohio and with the provisions of the CITY of HILLIARD Building Code regulations the Installation, repair and altering of heating systems and may be revoked at any time upon the violation of any provisions of said laws or building code.

Permit Subtotal: _____
Residential Jobs

add 1%: _____

Zero out the % not being used

Commercial Jobs

add 3%: _____

Includes M-Fam 4+ units

TOTAL DUE:

**YOU MUST
DISPLAY
PERMIT
ON JOBSITE**

 Signature of applicant (date)

 Application becomes permit when signed by Building Official: (date)

Permit # Assigned: _____

Inspection Line: 614-334-2466
 call by 2pm for next day inspection