

**EDGECOMBE COUNTY PLANNING & INSPECTIONS**

P.O. BOX 10, 201 St. Andrew Street  
Tarboro, NC 27886

Phone: 252-641-7802 Fax: 252-641-6913 Email: permit@edgecombeco.com

**MECHANICAL PERMIT APPLICATION**

Application Date: \_\_\_\_\_ Tax/Parcel ID#: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Land Owner's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Land Owner's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(if different from construction address)

E-911 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(Job Site)

New System/Upgrade: Yes:  No:  \*\*OR\*\* Change-out: Yes:  No:

Description of work: Please specify if **new or replacement equipment** and include type such as gas pack, package heat pump (php), or split system (sshp), and tonnage. \_\_\_\_\_

Commercial:  Residential:  Contract Price (If Commercial): \_\_\_\_\_

Contractor's Name & License #: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Mechanical)

Contractor's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contractor's Name & License #: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Electrical)

Contractor's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**NOTE: A SEPARATE ELECTRIC PERMIT IS NEEDED IF WIRING IS REPLACED OR UPGRADED. ALSO A DUCT LEAKAGE CERTIFICATE IS REQUIRED WHEN APPLICABLE.**

<b>Residential:</b>	Minimum	\$ 40.00	Each Additional Unit	\$30.00
	First Unit	\$ 50.00		
	Gas Piping	\$ 40.00		
	Gas Tank	\$ 40.00		

<b>Commercial:</b>	Based on Contract Price	
	\$ 0.00 - \$5,000	\$50.00
	\$ 5,000 - \$ 10,000	\$50.00 for first \$5,000 and \$6.00 for each additional \$1,000, or fraction thereof
	\$10,000 - \$100,000	\$85.00 for first \$10,000 and \$6.00 for each additional \$1,000
	\$100,000 - \$500,000	\$500.00 for first \$100,000 and \$4.00 for each additional \$1,000
	\$500,000 - \$1,000,000	\$1,300 for first \$500,000 and \$2.00 per \$1,000 over \$500,000
	Over \$1,000,000	\$2,025.00 for first \$1,000,000 and \$ 1.00 per \$1,000 thereafter

I hereby certify that all information in this application is correct and will comply with the State Building Code and all other applicable State and local laws, ordinances and regulations. **Work may only begin after approval and issuance of the permit.** Failure to obtain a mechanical permit will result in a Stop work Order and a \$100 contractor fine/ \$50 homeowner fine will be assessed. Re-inspection fees are charged at \$40 per trip.

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**