

City of Rockford, Illinois

Community & Economic Development Department
 Construction and Development Services
 425 East State Street, Rockford, IL 61104
 Phone: (779) -348-7158 Fax: (815) 967-4243
 Web: www.rockfordil.gov

Application is to be filled out thoroughly, failure to do so will result in delays. Your application will not be accepted or processed until you provide us with adequate information.



Mechanical Permit Application

App #:

** PROP. OWNER INFORMATION IS REQUIRED **

I. Are you activating a sub-contractor permit?		Yes		No, this is a stand-alone permit.	
*** If yes, please stop this application and contact your General Contractor. Have them provide the Main Permit (it will begin with "MULCOM" or "SFD"). Once you have this permit #, please provide it along with this application***					
				SFD	
				Permit # MULCOM _____	
II. Is this a Fire Suppression System?		Yes		No	
*** If yes, please stop and fill out the Fire Permit Application***					
III. Project & Owner Information					
Project Address				Zip	
Type of Property:					
One Family		Two Family		Multi-Family (3+ units)	
Commercial / Industrial					
Project Name					
Owner's Name			Phone		Email
Owner's Address			City		State ZIP
IV. Contractor Information (City of Rockford license required)					
Company			Contact Person		
Address			City		State ZIP
Phone		Mobile		Mechanical License#	
▶ Please provide your email here. If you do not provide an email address, you will receive your permit via post office mail.					
Email:					
V. Description of Work					
GAS PIPING AND HVAC ARE TWO SEPARATE PERMITS					
FORCED AIR Replace New Weatherization _____ % Efficiency _____ BTU Load Calc's Manual J Manual S Manual D Block Economizer ERV Other				Misc. (Check all that apply) Ductwork Chimney Liner Gas Fireplace Commercial Hood Hood Fire Suppression _____ # Nozzles Exhaust _____ cfm Make – up _____ cfm Refrigeration (list equip): _____ Gas Piping _____ Total BTU High Pressure (greater than or equal to 1psi) Low Pressure	
AC: Replace New _____ Ton					
BOILER: Replace New _____ BTU					
RTU: Replace New _____ Ton _____ BTU					
Detailed Description of work:					
VI. Construction Valuation					
Total Cost of Project \$ _____ (which includes: Labor, Material, Equipment, Overhead & Profit)					
Applicant's Signature X				Date	
***The City of Rockford encourages online permitting. Please take a minute to complete your online account and apply for your permit online. Once applied for online, please schedule inspections online. This can be done at https://rockfordil.gov/permits/ Any questions please contact 779-348-7158					