

**OFFICE OF THE BUILDING OFFICIAL**  
Town of South Hill  
211 S. Mecklenburg Avenue  
South Hill, Virginia 23970-2619  
Ph: (434) 447-5041/Fx: (434) 447-5064

**APPLICATION FOR A MECHANICAL PERMIT**

Date: \_\_\_\_\_

1. Location of building \_\_\_\_\_  
Address \_\_\_\_\_
2. Building to be occupied as \_\_\_\_\_
3. Type of heating equipment \_\_\_\_\_
4. Number of Systems \_\_\_\_\_
5. New or Replacement Boiler or Furnace \_\_\_\_\_
6. Rooms with 4 ducts or less \_\_\_\_\_ Rooms with 4 ducts or more \_\_\_\_\_
7. Ducts over 4 each room \_\_\_\_\_ New or Replacement water heater \_\_\_\_\_
8. Contractor's Name \_\_\_\_\_
9. Contractor's VA State License # \_\_\_\_\_ Address City State Zip \_\_\_\_\_  
Town License # \_\_\_\_\_
10. Name of Owner \_\_\_\_\_
11. Address of Owner \_\_\_\_\_
12. Signature of Applicant \_\_\_\_\_

It is understood that all work and material used in this installation shall conform strictly with IRC and ICC Codes and that this permit will be void if work is not commenced within six (6) months from date of issue.

\_\_\_\_\_  
Name of Licensed Installer Certification # \_\_\_\_\_

\_\_\_\_\_  
Address

Estimated Cost \_\_\_\_\_

Permit Fee \_\_\_\_\_

\_\_\_\_\_  
Telephone Number