

CITY OF RICHMOND

ROOFING PERMIT and INSPECTION CARD

Permit fee is non-refundable and can be used for residential projects only.

Inspectron Inc.

15120 Chippendale Ave. Suite 202
 Rosemount MN 55068
 Main Office: (651) 322-6626
 Fax Number: (651) 322-7580
 Toll Free Number: 1-800-322-6153

Permit No. _____

Date Received by City _____

Date Paid _____

Project Address	Street	City	State/Zip	Property Identification No.
Legal Description:	Lot	Block	Addition	Zoning District
Applicant Name	Street	City	State/Zip	Applicant Phone Number
Owner Name	Street	City	State/Zip	Owner Phone Number
Contractor's Name	Street	City	State/Zip	Contractor's Phone Number
Contractor's State License Number/Bond (required)			Expiration Date	
Brief Project Description				
Completed Value of Project (includes labor and materials)		Charges: (residential \$35.75 plus \$1.00 surcharge = \$36.75) (commercial is based on cost of project)		
		Permit Fee _____		
		Surcharge _____		
		TOTAL _____		
Permit Applicant's Signature:				

PLEASE HAVE REPRESENTATION ON SITE FOR SCHEDULED INSPECTIONS:

Inspection	What is inspected	Date Inspected	Inspector Initials
Tear off/Ice and Water Protection	Condition of roof sheathing and installation of ice and water shield to a point 24 " inside the exterior wall line		
Roofing Final	Presence of adequate attic ventilation, all flashings including kick outs and valleys, nailing and general appearance.		

THIS INSPECTION CARD SHALL BE POSTED ON THE PROJECT SITE PRIOR TO COMMENCING THE WORK, PROTECTED FROM DAMAGE AND POSTED SO IT IS VISIBLE FROM THE STREET AND ACCESSIBLE TO INSPECTOR.

**FOR INSPECTIONS CALL: Inspectron, Inc at 1-800-322-6153
 inspections should be scheduled at least 24 hours in advance.**