



Riverdale Inspectional Services Department

157 West 144th Street • Riverdale, Illinois • 60827

Phone: (708) 841-2200

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www.villageofriverdale.net

THERE IS A NON-REFUNDABLE \$40 APPLICATION FILING FEE ALONG WITH AN
ADDITIONAL COST FOR THE PERMIT AND INSPECTION FEES

BUILDING PERMIT APPLICATION

Permit # _____

Date _____

Received By _____

Outstanding Debt: _____

Property Information

Address: _____

Pin # _____

Occupancy Type: ☐ Residential ☐ Commercial ☐ Industrial ☐ Other _____

Owner

Name _____

Address _____

City/ State/ Zip: _____

Phone _____

Fax _____

E-MAIL _____

Signature _____

Date: _____

Contractor

Name _____

Address _____

City/ State/ Zip: _____

Phone _____

Fax _____

E-MAIL _____

Signature _____

Date: _____

Who is the contact person for work being done: ☐ Owner

☐ Contractor (check one that applies)

ALL OUTSTANDING DEBT OWED BY PROPERTY OWNER MUST BE PAID PRIOR TO OBTAINING A PERMIT.

Construction Type	Type of Improvements	* Place 1 in the Box for Existing Use, 2 For Proposed Use		
☐ New Construction ☐ Addition ☐ Alteration ☐ Repair / Replacement ☐ Demolition ☐ Other	☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Roofing/ Siding ☐ Sign ☐ Structural ☐ Windows ☐ Other	Assembly ☐ Church ☐ Restaurant ☐ Other Institutional ☐ Group Home ☐ Transitional	Factory ☐ Moderate Hazard ☐ Low Harard Residential ☐ Single Family ☐ Multi-Family Educational ☐ Day Care ☐ Grade Schools	Other ☐ Decks ☐ Driveway ☐ Fence ☐ Garage ☐ Parking Lot ☐ Pools ☐ Other _____ ☐ Other

* A Plat of Survey and Legal Description is required for all New Construction, Structural Additions, and the Placement of New Fences or the Repair of Existing Fences and Concrete Work.

Basic Description of Work/Construction to be Done: _____

ATTACH DRAWINGS, PLANS & SPECIFICATIONS INDICATING WORK TO BE DONE. ALL PERMITS MUST INCLUDE A SCOPE OF WORK, COPY OF CONTRACT OR RECEIPTS FOR MATERIALS

**** All Permits MUST be picked up within 10 days after notification of approval.**

**** All Construction Estimates Shall Include Cost of Materials and Labor.**

General

Est. Cost \$ _____

Site Work

Est. Cost \$ _____

Total Estimated Cost of Construction

\$ _____

Electrical

Est. Cost \$ _____

Sewer

Est. Cost \$ _____

Mechanical

Est. Cost \$ _____

Water

Est. Cost \$ _____

Plumbing

Est. Cost \$ _____

Other

Est. Cost \$ _____

Net Due

office use only

\$ _____

Approved By: _____

Date _____

***** Please note that the Application Filing Fee is NON - REFUNDABLE**

Professional Services

	Company	_____
A	Contact Name	_____
R	Address	_____
C	City/ State/ Zip	_____
H	Cell	_____
I	Fax	_____
T	E-Mail	_____
E	License #	_____
C	State Exp. Date	_____
T	<i>Date</i>	_____

	Company	_____
E	Contact Name	_____
N	Address	_____
G	City/ State/ Zip	_____
I	Cell	_____
N	Fax	_____
E	E-Mail	_____
E	License #	_____
R	State Exp. Date	_____
	<i>Date</i>	_____

Contractors

General

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Electrical

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Mechanical

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Plumber

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Sprinkler

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Concrete / Paving

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Excavator

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Roofer

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Sign

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

Other

Company	_____
Contact Name	_____
Address	_____
City/ State/ Zip	_____
Phone	_____
Fax	_____

ALL CONTRACTORS MUST BE LICENSED THROUGH THE VILLAGE.

ALL OUTSTANDING DEBT OWED BY THE PROPERTY OWNER MUST BE PAID PRIOR TO THE VILLAGE ISSUING A BUILDING PERMIT.