

**Village of Huntley**  
Development Services Department  
(847) 515-5252 Fax (847) 515-5241

**BUILDING PERMIT APPLICATION**  
(For Remodeling, Room Additions and All Other Misc. Projects)

**CUSTOMER DATA**

Name of Owner or Tenant: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Property Address: \_\_\_\_\_ Township: \_\_\_\_\_

Daytime Phone # \_\_\_\_\_ E-Mail \_\_\_\_\_ Fax # \_\_\_\_\_

**CONTRACTOR DATA - Additional Contractors Attached**

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Phone # \_\_\_\_\_ Registration Number: \_\_\_\_\_

**CONTRACTOR DATA - Additional Contractors Attached**

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Phone # \_\_\_\_\_ Registration Number: \_\_\_\_\_

**PROPOSED PROJECT DATA**

CONSTRUCTION VALUE: \$ \_\_\_\_\_ (Including Installation Costs)

Description of Work: \_\_\_\_\_

Please supply the following:

- Two (2) copies of the Plat of Survey (illustrating all work to be performed)
- Two (2) sets of detailed construction plans to include cut sheets/specifications (if applicable)
- A copy of the quote or proposal from the contractor
- Homeowners Association Approval Letter (if applicable)

\_\_\_\_\_  
Owner/Representative Printed Name Date

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

PERMIT NUMBER: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ by: \_\_\_\_\_

Permit Fee: \_\_\_\_\_ Method of Payment: \_\_\_\_\_ Received By: \_\_\_\_\_