



Permitting and Inspections Department
Michael A. Russell, MS, Director

Electronic Signature and Fee Payment Confirmation

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

Electronic check or credit card:
<https://trx.npspos.com/payapp/public/ECSale.html?siteId=20480&deptId=20480&urIKey=5b4eeea8497523359fce91ce7338c53c658b9662>

Over the phone at (207) 874-8703.

Drop off to Room 315, City Hall.

Mail to:

**City of Portland
Permitting and Inspections Department
389 Congress Street, Room 315
Portland, Maine 04101**

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. No sign may be placed until I have received my permit.

Applicant Signature: _____

Date: 9/12/16

I have provided electronic copies and sent them on: _____

Date: _____

NOTE: All electronic paperwork must be delivered to permitting@portlandmaine.gov or with a thumb drive to the office.