Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 09/26/16

- ☐ Battery and voltage calculations
- ☐ Equipment data sheets
- ☐ A city electrical permit has been pulled

Master Box Approval (complete all items for approval)

- ☐ Is this check list applicable?
- ☐ Will a master box be installed? No
- ☐ AES approved installing contractor? _____
- ☐ Documentation of AES approval: _____
- ☐ Property Owner? _____
- ☐ Property Owner Billing Address? _____
- ☐ Property common name: _____
- ☐ E-911 Address for protected premises: _____
- ☐ Life Safety Code Occupancy Classification: _____
- ☐ Emergency contact name: _____
- ☐ Emergency contact phone: (_____)_____-_____
- ☐ Additional emergency contact phone: (_____)_____-_____
- ☐ Number of stories protected? _____
- ☐ Number of square feet of structure protected? _____
- ☐ Is the building protected by a supervised, automatic sprinkler system? YES

* See Applicant Submittal Requirements for Electronic Plan Review.

Separate permits are required for internal and external plumbing, & electrical installations.
For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405. Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

This is not a Permit; you may not commence any work until the Permit is issued.

Building Inspections Division • 389 Congress Street • Portland, Maine 04101 • (207) 874-8703 • FACSIMILE (207) 874-8716 • TTY (207) 874-8936