

**CITY OF PINE LAKE**  
**462 CLUBHOUSE DRIVE PINE LAKE GA 30072**  
**404-292-4250**

**HVAC PERMIT APPLICATION**  
**ALL PERMITS MUST BE POSTED AT THE JOB ADDRESS**

HVAC PERMIT # \_\_\_\_\_

INSPECTION LINE: 770-817-0696

All requests must be in 12:00 p.m. for a next day inspection

DATE ISSUED \_\_\_\_\_

ISSUED BY \_\_\_\_\_

**REQUIRED ATTACHMENTS:**

STATE CARD     BUSINESS LICENSE     DRIVERS LICENSE

HOMEOWNERS AFFIDAVIT     PERMIT AGENT FORM

BLDG PERMIT # \_\_\_\_\_

PROJECT COST    \$ \_\_\_\_\_    METHOD OF PAYMENT     Check# \_\_\_\_\_     Cash     Credit Card

**Check Applicable Type:**

RESIDENTIAL (Single Family)  
(Includes Townhomes & Condominiums)

RESIDENTIAL (Multi-Family)  
(Includes Apartments, Duplexes & Triplexes)

COMMERCIAL

**Check Applicable HVAC Information:**

NEW BUILDING     ADDITION TO BUILDING     EXPANSION TO EXISTING SYSTEM     REPLACEMENT

FIRE DAMAGE     GAS LINE PRESSURE TEST (Maximum 10 lbs of pressure must be applied for test)

JOB ADDRESS \_\_\_\_\_

UNIT OR SUITE # \_\_\_\_\_    APT # \_\_\_\_\_    BLDG # \_\_\_\_\_    FLOOR # \_\_\_\_\_

CITY \_\_\_\_\_    STATE \_\_\_\_\_    ZIP \_\_\_\_\_    PARCEL # \_\_\_\_\_

HVAC, GENERAL CONTRACTOR OR PERMIT AGENT \_\_\_\_\_  
(PRINT NAME)

ADDRESS \_\_\_\_\_    CITY \_\_\_\_\_    STATE \_\_\_\_\_    ZIP \_\_\_\_\_

EMAIL: \_\_\_\_\_

MOBILE \_\_\_\_\_    TELE \_\_\_\_\_    FAX \_\_\_\_\_

\_\_\_\_\_  
**HVAC OR GENERAL CONTRACTOR SIGNATURE**  
**(MUST BE THE STATE CARD HOLDER)**

\_\_\_\_\_  
**PERMIT AGENT SIGNATURE**  
**(AUTHORIZED PERMIT AGENT FORM MUST BE ATTACHED)**

PROPERTY OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_    CITY \_\_\_\_\_    STATE \_\_\_\_\_    ZIP \_\_\_\_\_

EMAIL: \_\_\_\_\_    CELL \_\_\_\_\_    PHONE \_\_\_\_\_

**PROPERTY OWNER SIGNATURE**  
**(ONLY REQUIRED IF THE WORK IS BEING PERFORMED BY THE HOMEOWNER - HOMEOWNERS AFFIDAVIT MUCH BE ATTACHED)**

TENANT NAME (IF APPLICABLE) \_\_\_\_\_    TELEPHONE # \_\_\_\_\_

DESCRIPTION OF WORK TO BE PERFORMED: \_\_\_\_\_