



iPERMITS ACKNOWLEDGEMENT FORM

Building Code Enforcement **iPERMITS** is an online service offered by the City of Houston. By subscribing to it, contractors can purchase permits, keep track of projects, and schedule inspections. To participate in this program, the licensee must complete and submit this form to the appropriate inspections group. This form is not required for non-licensed users such as general contractors, architects, etc. unless they have an Advance Pay Account.

LICENSE & ADVANCE PAY ACCOUNT INFORMATION

Licensee's Name: _____

Advance Pay Account number: _____
(if applicable)

Indicate the License Type and provide license(s) number.

ELETRICAL

Master Lic # _____ Contractor Lic#: _____

Appliance Installer Lic # _____ Appliance Ctr Lic #: _____

PLUMBING

Master Lic # _____ Drain Layer's Lic #: _____

Irrigator Lic # _____

MECHANICAL

License # _____

FIRE ALARM License # _____

FIRE SPRINKLER License # _____

SIDEWALK/DRIVEWAY

Bond # _____

ACKNOWLEDGEMENT

I _____ wish to subscribe to iPERMITS. My primary **email address** is _____
At this email address, I can receive any confirmation or notification that the Building Code Enforcement Group may need to send. If any changes are made to my email address, I will notify the appropriate inspections section.

I would like to request the following **web pin #** _____ . **Note: This is not your scheduling pin number.**
(6 - 8 characters)

Please subscribe me to the Code Updates E- Newsletter.

I understand that any and all permits purchased on my behalf shall adhere to the City of Houston Codes and any applicable City policies thereto.

Licensee Printed Name _____

Company Name _____

Licensee Signature _____

Date _____

NOTE: If at any time any person(s) you have authorized to obtain permits or to do business in your name is (are) no longer in your employ, you must submit an updated, authorized list deleting and/or adding authorized personnel. Failure to do so may allow unauthorized persons to use your name and/or license number to obtain permits.

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____, 20_____.

Notary Public in and for the State of Texas

(Notary Seal)

Printed Name of Notary Public (must be legible)

CONTACT INFORMATION

Please submit the completed form by email. If you do not receive a confirmation email within 2 days please call us.

Electrical Inspections Phone: 832-394-8860

Email: hpcelectricalsection@houstontx.gov

Mechanical Inspections Phone: 832-394-8850

Email: mechanicalsection@houstontx.gov

Plumbing Inspections Phone: 832-394-8870

Email: hpcplumbingsection@houstontx.gov

Customer Assistance Office Phone: 832-394-8899

Email: rmcacd@houstontx.gov

Electric Locks Phone: 832-394-8880

Email: elocks@houstontx.gov