

**MILLBOURNE BOROUGH – CODE ENFORCEMENT  
A/C AND HEATING APPLICATION**

**ALL WORK MUST CONFORM TO APPLICABLE SECTIONS OF THE MECHANICAL AND/OR FUEL GAS CODES OF THE UCC. A CONTRACTOR MUST BE CURRENTLY LICENSED IN THE BOROUGH OF MILLBOURNE. AN APPROVAL LETTER FROM THE OWNER IF THE WORK IS BEING DONE FOR A TENANT. THREE (3) SETS OF PLANS ARE REQUIRED UNLESS PART OF THE BUILDING PLANS ALREADY SUBMITTED.**

(PLEASE TYPE OR PRINT LEGIBLY IN INK)

ADDRESS OF JOB \_\_\_\_\_ DATE \_\_\_\_\_

NAME OF OWNER \_\_\_\_\_ OWNER PHONE # \_\_\_\_\_

ADDRESS OF OWNER \_\_\_\_\_

(if owner does not reside at the above address)

CONTRACTOR OR APPLICANT NAME \_\_\_\_\_

MILLBOURNE BOROUGH CONTRACT NUMBER \_\_\_\_\_

(contractor must have a current license and insurance)

Please select one of the following: Residential \_\_\_\_\_ Commercial \_\_\_\_\_  
New building \_\_\_\_\_ Addition \_\_\_\_\_ Replace \_\_\_\_\_

**HEATING**

**A/C**

Type of fuel \_\_\_\_\_

BTU \_\_\_\_\_

BTU input \_\_\_\_\_

#of units \_\_\_\_\_

Size of smoke pipe \_\_\_\_\_

Distance \_\_\_\_\_

Roof top \_\_\_\_\_

Smoke pipe from joists \_\_\_\_\_

Side yard \_\_\_\_\_

Size of fuel tank \_\_\_\_\_

Rear yard \_\_\_\_\_

Tank: basement \_\_\_\_\_ Underground \_\_\_\_\_

Existing Ducts \_\_\_\_\_

New duct installed by yourself \_\_\_\_\_ if no contractor name \_\_\_\_\_

**ANY INSTALLATION OF EQUIPMENT THAT REQUIRES AN OPENING THROUGH WALL, CEILING, FLOORS ETC., MUST BE PROPERLY PROTECTED AS PER INTERNATIONAL BUILDING CODE. ELECTRIC REQUIRES SEPARATE PERMIT.**

**24 HOURS NOTICE FOR ALL INSPECTIONS**

SIGNATURE \_\_\_\_\_ COST OF JOB \_\_\_\_\_ PERMIT FEE \_\_\_\_\_

Anticipated start date \_\_\_\_\_ OR CALL BEFORE WORK BEGINS (24 HOUR NOTICE)

PERMIT FEES WILL BE DOUBLED IF WORK BEGINS BEFORE PERMITS ARE ISSUED