

City of Oshkosh  
Division of Inspection Services  
P.O. Box 1130  
Oshkosh, WI 54903-1130  
Phone (920) 236-5050  
Fax (920) 236-5084



## HVAC PERMIT APPLICATION

All information after bold categories must be provided.  
Incomplete applications will not be processed.

- Application(s) and fee(s) can be brought to City Hall, Room 205 or mailed to Inspection Services, PO Box 1128, Oshkosh WI 54903-1128. Commencing work without permit(s) will result in fees being doubled or \$100.00 plus the normal permit fee, which ever is greater.

**OR**

*If you are a contractor participating in the Permit fee Account System and have adequate funds, check here if you want this processed through your account*

**\*\* Advisory - For applicable projects, an Electrical Installation Verification (EIV) form, signed by the Electrical Contractor or Homeowner (for installations allowed to be performed by the homeowner) must be submitted with the permit application. Applications submitted without an EIV when such is required, will not be processed for Permit Issuance and will be returned for completion.**

**DATE** \_\_\_\_\_

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

**OWNER** \_\_\_\_\_

**CONTRACTOR** \_\_\_\_\_

**CHECK  ALL APPLICABLE**

**USE CATEGORY**

Single Family     Duplex     Multi-Family     Rental     Commercial     Industrial

**FUEL**     Gas     Electric     Solid    **SYSTEM**     New     Replace  
 Oil     Solar     Other \_\_\_\_\_

**TYPE**

Forced Air     Radiant     Steam     A/C     Vent     Electric     Hot Water     Suppl.     Con. Burner

**IS CHIMNEY BEING LINED**  No  Yes - LINER SIZE \_\_\_\_\_ & MANUFACTURER \_\_\_\_\_

Note: All chimneys shall be sized per the BTU's being vented.

**CHIMNEY TYPE**     Chimney A     Chimney B     Direct Vent     Other  
**HEAT LOSS**     As Approved     Existing     Not Applicable  
**BTU RATE**     As Per Plan     Variable     Other Value \_\_\_\_\_

**DESCRIPTION / SCOPE OF ALL WORK BEING DONE** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VALUE (Including labor and materials) \$** \_\_\_\_\_

**ELECTRICAL CONTRACTOR (for projects not requiring an EIV Form)** \_\_\_\_\_