



# BOROUGH OF SHARON HILL



250 Sharon Ave, Sharon Hill, PA 19079  
 Phone (610) 586 -8200 \* Fax (610) 586 -3991

## MECHANICAL PERMIT APPLICATION

**Very Important.** You must submit the following documentation with your completed Mech permit application. **Permit will not be processed without the following items:**

- Contractor's Pennsylvania Attorney General license or Sharon Hill Contractor's License.
- Certificate of insurance naming the Borough of Sharon Hill as the certificate holder (*Must have worker's comp coverage OR obtain a waiver from your insurance broker*).
- Copy of the contract with the property owner.
- 4 copies of construction plans (*Depending upon the project*).
- Applicable payment (*Check or Money Order made payable to: The Borough of Sharon Hill*)
- **For anyone acting as a general contractor, you must submit your subcontractor's certificate of insurance, contractor's license, and copy of the contract along with your documentation.**

### I. PROPERTY INFORMATION

Address where work is to be performed?	
Property Owner's Name:	
Property Owner's Address:	
Property Owner's Phone No.:	
Property Owner's Email Address:	

### II. CONTRACTOR INFORMATION

Mech Contractor:		HIC#	PA
Contractor's Address:			
Contractor's Phone No.			
Contractor's Email Address:			

### III. MECHANICAL PERMIT ITEMS

Enter the number of New or Replacement Units

	Forced Air Furnace		Incinerator		Hazardous Exhaust System
	Unit Heater		Boiler		Electric Furnace
	Gas/Oil Conversion		Coil Unit		Duct Work
	Space Heater		Split System A/C Unit		Boiler
	Gravity Furnace		A/C Compressor		Furnace
	Solid Fuel Appliance		Air Handling Unit		
	Gas Fireplace		Heat Pump		
	Wood Fireplace		Air Cleaner		
	Chimney Liner		Kitchen Exhaust Hood		

**Turn the page over to complete the application and sign.**

