

H.V.A.C PERMIT APPLICATION
VILLAGE OF NEWBURG
PO BOX 50, NEWBURG, WI 53060



262-675-2160
Revised 6/2025

DATE: _____ PERMIT # _____ U.D.C. PERMIT # _____

OWNER/APPLICANT _____ PHONE # _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PROJECT ADDRESS _____ SUBDIVISION _____ LOT # _____

CONTRACTOR _____ CONTACT NAME _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE # _____ LIC/CERTIFICATION # _____ EXP DATE _____

EMAIL ADDRESS: _____ PROJECT DESCRIPTION: _____

PROJECT COST \$ _____ SQ. FT. HOUSE _____ SQ. FT. GARAGE _____

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Minimum Base Fee:	Per Permit	\$ 65 plus the following:
Heating (Including Duct Work):		
Square Footage of Living Area _____	x \$.03 =	\$ _____
Air Conditioning:		
Square Footage of Living Area _____	x \$.03 =	\$ _____
Natural Gas Service Permit:	\$50	\$ _____
Heating, Radiant Unit:	\$50 Per Unit	\$ _____
Furnace:	\$50 Per Unit	\$ _____
Air Conditioning Unit:	\$50 Per Unit	\$ _____
Incinerator Unit (Fireplace):	\$50 Per Unit	\$ _____
	TOTAL FEE:	\$ _____

NOTE: A SEPARATE ELECTRICAL PERMIT WILL BE REQUIRED USING A LICENSED ELECTRICIAN.

NOTE: IF WORK IS COMMENCED BEFORE THE PERMIT IS ISSUED, THE FEES SHALL BE DOUBLED WITH NO EXCEPTIONS.

NOTE: THE UNDERSIGNED OR AGENT APPLIES FOR THIS PERMIT AND WILL ABIDE BY ALL CODES RELATING TO THIS PROJECT.

Permit is valid for one year (two years for new builds). After one year, renewal fee is half the cost of the original permit. If no work has been started after six months, permit is void. Rough and final inspections are required. Contact the Building Inspector at 262-423-7730 to schedule inspections.

SIGNATURE OF APPLICANT _____ DATE: _____

OFFICE USE:

PERMIT PAID BY _____ AMOUNT \$ _____ DATE: _____

BUILDING INSPECTOR: _____ CERT # _____ DATE: _____

DATE _____ PERMIT # _____ U.D.C PERMIT # _____