

# Mechanical, Electrical, and Plumbing Permit Homeowner's Affidavit

For work on an existing owner occupied 1 (one) family dwelling

111 N. Front Street, Columbus, Ohio 43215 • (614) 645-7433 • bzs-intake@columbus.gov

**SPECIAL NOTE:** Based on the licensing requirements of the City of Columbus, a homeowner may NOT obtain mechanical, electrical, and/or plumbing permits for new construction of a single family residence.

I, \_\_\_\_\_, do certify that I am, or will be, the **occupying homeowner of this single-family** residence of an R-4 Use Group, and do hereby submit application to undertake work located at:

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Zip

I WILL BE DOING THE FOLLOWING WORK: Please check all that apply. For each item checked, a separate permit must be obtained and you must name who will perform the actual work on the line(s) provided.

- ELECTRICAL    **Name of individual(s) performing work:** \_\_\_\_\_
- MECHANICAL    **Name of individual(s) performing work:** \_\_\_\_\_
- PLUMBING    **Name of individual(s) performing work:** \_\_\_\_\_

## THE FOLLOWING IS REQUIRED IN ORDER TO APPLY FOR A HOMEOWNER'S PERMIT:

- I live in this residence with my family **OR** will move into this residence with my family.
- I will only use this dwelling as a home for me and my family.
- I will not enter into a contract with an unlicensed contractor. I understand that work done by someone other than myself requires permits by licensed contractors. It is understood that I may have assistance from other persons not licensed as contractors with the City of Columbus, providing no contract either verbal or written exists among the parties involved.
- I know that I am responsible for the work meeting Columbus City Codes.
- I have attached the permit application(s) and the proper fee amount(s).

**By signing below, I acknowledge my understanding and compliance with the preceding. I further certify that I have told the truth on this affidavit and on the attached papers. I know there is a fine or imprisonment for violating the building code.**

\_\_\_\_\_  
Name of Homeowner (please print)

\_\_\_\_\_  
Signature of Homeowner  
(sign in presence of notary or Building & Zoning Svcs. Official)

\_\_\_\_\_  
Current Address of Homeowner

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Home Phone Number

\_\_\_\_\_  
Alternate Phone Number

\_\_\_\_\_  
Email Address

Sworn to before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_

Notary Seal Here

\_\_\_\_\_  
Signature of Notary Public or Building & Zoning Services Official

\_\_\_\_\_  
My Commission Expires

\*FALSIFICATION OF A PUBLIC DOCUMENT IS A VIOLATION OF THE OHIO REVISED CODE, SEC. 2921.13(A)(5), A MISDEMEANOR OF THE FIRST DEGREE, PUNISHABLE BY UP TO (6) SIX MONTHS IMPRISONMENT & A FINE OF \$1,000.00.

A separate application and permit fee is required for each type of work indicated. Incomplete, copied, and/or unnotarized affidavits will not be accepted. Homeowners may sign in the presence of a Building & Zoning Services Official in lieu of having this document notarized. A valid photo ID must be presented.