



## APPLICATION FOR PERMIT

☐ Flat Fee: \$ \_\_\_\_\_ Code: \_\_\_\_\_ Title: \_\_\_\_\_  
☐ Worksheet Fee: **\$361.00\***

|  |   |                 |   |  |  |   |  |  |
|--|---|-----------------|---|--|--|---|--|--|
| FIRM NAME:   |   |                 |   |  |  |   |  |  |
| MAILING ADDRESS:   |   | SUITE:          |   |  |  |   |  |  |
| CITY:  | STATE:  | ZIP:            |   |  |  |   |  |  |
| OPERATION ADDRESS:   |   |                 |   |  |  |   |  |  |
| CONTACT PERSON:  |   |                 |   |  |  |   |  |  |
| PHONE NUMBER: (     )  |   | E-MAIL ADDRESS: |   |  |  |   |  |  |
| <b>Reason for submitting this application (check all that apply):</b><br><table border="0"><tr><td><input type="checkbox"/> New Owner/Operator</td><td><input type="checkbox"/> New Construction/Process/Installation</td></tr><tr><td><input type="checkbox"/> New Operation Address</td><td><input type="checkbox"/> Directed to Apply by Fire Dept/Other Government Agency</td></tr><tr><td><input type="checkbox"/> Previous Permit Expired at this Operation Address</td><td><input type="checkbox"/> Other Reason: _____</td></tr></table> |   |                 | <input type="checkbox"/> New Owner/Operator | <input type="checkbox"/> New Construction/Process/Installation | <input type="checkbox"/> New Operation Address | <input type="checkbox"/> Directed to Apply by Fire Dept/Other Government Agency | <input type="checkbox"/> Previous Permit Expired at this Operation Address | <input type="checkbox"/> Other Reason: _____ |
| <input type="checkbox"/> New Owner/Operator  | <input type="checkbox"/> New Construction/Process/Installation                  |                 |   |  |  |   |  |  |
| <input type="checkbox"/> New Operation Address   | <input type="checkbox"/> Directed to Apply by Fire Dept/Other Government Agency |                 |   |  |  |   |  |  |
| <input type="checkbox"/> Previous Permit Expired at this Operation Address   | <input type="checkbox"/> Other Reason: _____                                    |                 |   |  |  |   |  |  |
| <b>Payment must accompany all applications. Please make check payable to CITY OF SEATTLE.<br/>*HMIS forms must accompany worksheet fee permits</b>   |   |                 |   |  |  |   |  |  |

Permit applications may be submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:

Seattle Fire Department  
Fire Marshal's Office – Permits  
220 Third Ave S, 2<sup>nd</sup> Floor  
Seattle, WA 98104-2608

To pay with a Visa or Master Card, email this completed application to us,  
**and then visit [www.seattle.gov/fire/permits](http://www.seattle.gov/fire/permits) to make a payment.**  
Tel: (206) 386-1450  
E-mail: [permits@seattle.gov](mailto:permits@seattle.gov)

\*The completed *Hazardous Material Inventory Statement (HMIS)* must be submitted with applications for Hazardous Materials at the time of application, preferably by email to [permits@seattle.gov](mailto:permits@seattle.gov). The HMIS form and instructions are available on our website at <http://www.seattle.gov/fire/FMO/permits/permits.htm>

Worksheet permit fees will be calculated based on the quantity and type of material handled or stored at the site. The minimum permit fee is **\$361.00**. After evaluation of inventory, if the permit fee is calculated to be greater than \$361.00, you will be invoiced for the balance due.

☐ **I have submitted the HMIS for this permit application.**

### TO BE COMPLETED BY FMO INSPECTOR:

|              |          |       |
|--------------|----------|-------|
| Approved By: | SFD ID#: | Date: |
| Station No.  |          |       |

### FMO OFFICE USE ONLY:

|   |   |   |
|---|---|---|
| Application ID#   | Check No.:                                  | Receipt No.:  |
| <input type="checkbox"/> Cancel, refund requested (Approval attached) | <input type="checkbox"/> Cancel, no refund: | <input type="checkbox"/> Moved<br><input type="checkbox"/> Business closed<br><input type="checkbox"/> Change in ownership<br><input type="checkbox"/> Final inspection completed |