

FOR OFFICIAL USE ONLY



CITY OF ROSWELL
BUILDING PERMIT APPLICATION

500 N. Main, Suite 100, Roswell, NM 88201
PO Box 1838 · Roswell, NM 88202-1838
Phone: (575) 637-6280 · roswell-nm.gov

Permit #: \_\_\_\_\_
Fee \$: \_\_\_\_\_
Date: \_\_\_\_\_

PROPERTY INFORMATION

Job Address: \_\_\_\_\_ City/State: \_\_\_\_\_
Zip Code: \_\_\_\_\_ Owner: \_\_\_\_\_
Owner Address: \_\_\_\_\_ City/State: \_\_\_\_\_
Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_
Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

CONTRACTOR INFORMATION

Business Name: \_\_\_\_\_ Contractor's NM License #: \_\_\_\_\_
City Business License #: \_\_\_\_\_ Contractor Email: \_\_\_\_\_
Contractor Phone: \_\_\_\_\_ Contact Person: \_\_\_\_\_
Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

New Construction: \_\_\_\_\_ Addition: \_\_\_\_\_ Remodel: \_\_\_\_\_ Alteration: \_\_\_\_\_ Demo: \_\_\_\_\_
Pool: \_\_\_\_\_ Accessory Structure: \_\_\_\_\_ Other: \_\_\_\_\_

COMMERCIAL PROJECT INFORMATION

Construction Type: \_\_\_\_\_ Use Group: \_\_\_\_\_ Occupant Load: \_\_\_\_\_
Sq. Ft: \_\_\_\_\_ Number of Stories: \_\_\_\_\_ Sprinkler System: Yes: No: Fire Alarm: Yes: No:
Project Contract Cost: \_\_\_\_\_
Description of Work: \_\_\_\_\_

RESIDENTIAL PROJECT INFORMATION

Under Roof Sq. Ft: \_\_\_\_\_ Number of Stories: \_\_\_\_\_
Project Contract Cost: \_\_\_\_\_
Description of Work: \_\_\_\_\_

\*\* This does NOT include Plumbing, Mechanical or Electrical Permits!

Email to permits@roswell-nm.gov