

City of Alexandria

Mechanical Permit

704 Broadway
 Alexandria, MN 56308
 320.763.6678
 fax 320.763.3511
 email permits@alexandriamn.city

Site Address: _____
 Name: _____
 Mailing Address: _____
 Parcel Number: _____
 Building Permit Number _____
 Est Completion Date: _____
 Estimated Cost: _____

Permit Number: _____
 Date Issued: _____
 Permit Fee: _____
 State Surcharge: _____
 County Fee: _____
 TOTAL FEE: _____

The undersigned hereby represents upon all of the penalties of law that all statements herein are true and that all work herein mentioned will be done in accordance with the State of Minnesota Mechanical Code.

By: _____ Approved: _____ Date: _____
Please Type or Print Legibly Building Official
 Signature: _____ Date: _____

Contractor Information

Contractor: _____ License #: _____ Date: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Contact Person: _____ Phone: _____ Fax: _____

Building Use

Single Family Two-family Multi-Family Townhouse Commercial Industrial Institutional Tax Exempt Accessory Miscellaneous Structure

Type of Installation

New Addition Remodel Temporary Replacement Emergency Replacement

Building Heat Loss Total: _____ Btu/h Building Heat Gain Total: _____ Btu/h

NOTE: Buildings over 145,000 Btu/h loss, 60,000 Btu/h gain, or 3000 square feet in area shall require heating and cooling load calculations be submitted with permit request.

Mechanical Equipment

Forced Air Furnace Hot Water Boiler Unit Heater Wall Furnace Heat Pump DX Cooling
 Cooling Unit Gas Fireplace Wood Fireplace Gas Log Lighter Other: _____

Equipment Capacity

Heating Equipment	Quantity	Input Btu/h	Output Btu/h	Cooling Equipment	Quantity	Tons	CFM

Fuel Used for Heating

Natural Gas L P Dual Fuel Fuel Oil Electric Heat Pump Wood Pressure Other: _____

Venting of Heating Equipment

"B" Vent "BW" Vent "L" Vent Class "A" Masonry Class "A" Metal Plastic Condensing Other: _____

Combustion Air Intake

None Air From Outdoor Air From Within Building Other: _____

Ventilation Systems

Bathroom Exhaust Heat Recovery Ventilator Kitchen Exhaust Hood Other: _____

Energy Code Requirements

Option A Option B Make-Up Air Inlet Size: _____ Other: _____

Comments: _____
