



CHECKLIST FOR SUBMISSION OF A CONSTRUCTION PERMIT

- ✓ Construction permit application/Jacket (F-100) pages 1 & 2 completely filled out and properly signed.
- ✓ Completed technical sections: Building, Electric, Plumbing, Fire & Mechanical. Permits shall be signed & sealed by a licensed contractor unless a homeowner is doing the work within his own, occupied home. Provide copies or make sure all licensed contractor's complete license numbers are on the technical sheet.
- ✓ Two sets of architectural prints signed & sealed by an architect licensed in the State of NJ. The homeowner may draw his own, sign each sheet and sign the affidavits (B on page 2 of construction jacket).
- ✓ Provide a copy of Builder's registration Number (New Home Construction) or Home Improvement Contractor's Registration.
- ✓ Include chimney Certificates if applicable.
- ✓ Include Manual J or Manufacturers specification sheets if applicable.
- ✓ Four sets of grading plans to be approved by Township Engineer if required.

Questions call 856-833-6265 or email inspections@haddontwp.com