

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION**

PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV

WINDOW/ DOORS REPLACEMENT CHECKLIST

***We require 3 sets of plans/surveys Packaged and stapled together and 2 copies of applications and all other forms being submitted for this permit**

Required

- ___ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- ___ 2 Drawings of the footprint of the building showing the location of each opening that is to be replaced.
Please number the openings to coincide with the installation forms and provide the length and width of the structure.
- ___ 2 sets of Products approvals for each type of window used and each component
- ___ Completed Building Permit Applications with Notarized Signature on Applications
- ___ 2 sets of completed Davie Window Installation forms w/ wind load charts.
- ___ Contractors- A Copy of all application licenses (Competency & Occupational) original
insurance certificates for Workman's Comp and General Liability
- ___ Disclosure Statement - if submitted as on owner / builder application.
- ___ Plan Check Fee in the amount of \$30.00 is required at time of submitting application permit..

_____ Contractors Signature

_____ Owner signature required if applying for an owner builder permit

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