



NOTICE OF FACSIMILE SERVICES
Orange County Division of Building Safety

Rev12-8-08

**THE DIVISION OF BUILDING SAFETY IS NOW PROCESSING BY FAX
THE FOLLOWING APPLICATIONS AND PAYMENTS:**

- **ELECTRICAL PERMIT APPLICATION**
- **LOW VOLTAGE APPLICATION**
- **MECHANICAL PERMIT APPLICATION**
- **PLUMBING PERMIT APPLICATION**
- **ROOF PERMIT APPLICATION**
- **RE-ROOF PERMIT APPLICATION**
- **RE-INSPECTION FEE PAYMENTS**
- **LICENSING RECORDING FEE PAYMENTS**

1. **Need escrow account with the Division of Building Safety, contact the License Section at (407) 836-5522. The minimum deposit is \$150.00 to set up the account and on May 1st of each year a \$31.00 maintenance fee will automatically be deducted from this account. In order to process online permits you must have a minimum of \$50.00 in the account and an active license. Please note the funds deposited to your escrow account will become available within 24 hours of the deposit. To replenish the escrow account you can use the Credit Card Authorization Form, faxing the form to (407) 836-5502. If mailing a check, please include Contractor's License number on the check.**
2. **Need copy of Contractor's License with every application**
3. **Need complete application form**

ORANGE COUNTY DIVISION OF BUILDING SAFETY FAX NUMBER:

(407) 836-2852

**ORANGE COUNTY DIVISION OF BUILDING SAFETY
ROBERT C. OLIN, MANAGER**

**201 S. Rosalind Avenue, 1st Floor Reply To: Post Office Box 2687 Orlando, Florida 32802-2687
Telephone (407) 836-5522 FAX (407) 836-5502 www.ocfl.net/building**



To establish an escrow account with the Division of Building Safety please contact the Licensing Section at (407) 836-5522. The minimum deposit is \$180.00 to set up the account and May 1st of each year a \$31.00 maintenance fee will automatically be deducted from this account. Upon establishing an escrow account, applications may be submitted via fax. Replenishing your escrow account can be done in person, by mail or by credit card.

PLEASE NOTE: FAST TRACK USERS, FUNDS DEPOSITED TO YOUR ESCROW ACCOUNT WILL APPEAR IN MEMBER SERVICES ONLINE THE FOLLOWING BUSINESS DAY.

TO: Division of Building Safety
201 S. Rosalind Avenue
Orlando, FL 32801

Date: ____/____/____

PERMIT APPLICATIONS FEE (S)
FAX#: (407) 836-2852

NUMBER OF PERMITS

RE-INSPECTION FEE (S)
FAX#: (407) 836-5492

PERMIT #S

NOTICE (S) OF COMMENCEMENT
FAX #: (407) 836-5492

RECORDING FEE FOR STATE CERTIFIED CONTRACTORS ONLY
FAX #: (407) 836-5502

CONTACT PERSON: _____

COMPANY : _____ PHONE : _____

ADDRESS : _____

CITY : _____ STATE : _____ ZIP CODE : _____

CONTRACTOR'S STATE CERTIFIED/REGISTERED LICENSE #

CONTRACTOR'S LICENSE HOLDER'S SIGNATURE