



# HVAC PERMIT

## Application

132 North Elmwood Avenue  
 Phone: 330-722-9030  
[www.medinaoh.org](http://www.medinaoh.org)  
[permits@medinaoh.org](mailto:permits@medinaoh.org)

Permit Number \_\_\_\_\_

Date of Application \_\_\_\_\_

<b>GENERAL</b>	Property Location _____  Scope of Work _____  _____
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<b>CONTACT INFORMATION</b>	<b>Contractor/Applicant</b> Contractor _____ Registration # _____ Address _____ City _____ State _____ Zip _____ Phone _____ Email _____ <b>Property Owner</b> Name _____ Address _____ City _____ State _____ Zip _____ Phone _____ Email _____
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<b>PROJECT INFORMATION</b>	Type of Work: New <input type="checkbox"/> Alteration <input type="checkbox"/> Addition <input type="checkbox"/> Replacement <input type="checkbox"/> Describe if other _____  Type of fuel: Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Solar <input type="checkbox"/> Describe if other _____  Type of equipment: Forced Air <input type="checkbox"/> Elect Baseboard <input type="checkbox"/> Fireplace <input type="checkbox"/> Furnace <input type="checkbox"/> Heat Pump <input type="checkbox"/> Air Handler <input type="checkbox"/> A/C <input type="checkbox"/> RTU <input type="checkbox"/>  Boiler* / Hydronic / Steam: Panel <input type="checkbox"/> Other _____ <small>* An ASSE 1013, reduced pressure backflow device is required on all boilers. MCO Ch 919.13 (Ord. 134-00. Passed 7-10-00)</small>  Equipment Manufacturer _____ Are plans being submitted? Yes <input type="checkbox"/> No <input type="checkbox"/>  Does this project require carbon monoxide alarms? Yes <input type="checkbox"/> No <input type="checkbox"/> <small>(per Section 315 of the 2013 Residential Code of Ohio)</small>
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<b>SIGNATURE &amp; SUBMITTAL</b>	<p><i>The owner or agent of the owner of this building and undersigned, do hereby covenant and agree to comply with all laws of the State of Ohio, Codified Ordinances of the City of Medina pertaining to the performance of work for which this permit is issued, and in accordance with the approved plans, specifications or manufacturer's instructions submitted herewith, and certify that the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct. Undersigned accepts responsibility for requesting all required inspections in a timely manner.</i></p> Application By: _____ Date _____ <small style="margin-left: 100px;">Signature of owner, contractor, or authorized agent</small>  Print name of Applicant: _____
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<b>OFFICIAL USE</b>	<div style="text-align: right;">Fee \$ _____</div> Signature _____ Date _____ <div style="text-align: center;"><i>Building Official</i></div>
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