



City of Clovis, New Mexico  
Department of Building Safety

## APPLICATION FOR ADDITION / REMODEL COMMERCIAL BUILDING PERMIT

For information regarding engineering or architectural stamps, please contact the Director of Building Safety, Pete Wilt.

**Supplemental documents:**

- ☐ Floor plans  
☐ Plot plan

- ☐ Survey  
☐ Design plans

- ☐ Additional project information  
☐ Wall section detail

**Job Location:** \_\_\_\_\_

Addition: \_\_\_\_\_ Tract: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Unit: \_\_\_\_\_

Zone: \_\_\_\_\_ Flood Hazard Zone: ☐ Yes ☐ No

**Contractor:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City of Clovis Business License #: \_\_\_\_\_ New Mexico Contractor's License #: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Plumbing Contractor:** \_\_\_\_\_

City Business License #: \_\_\_\_\_ New Mexico Contractor License #: \_\_\_\_\_

**Mechanical Contractor:** \_\_\_\_\_

City Business License #: \_\_\_\_\_ New Mexico Contractor License #: \_\_\_\_\_

**Electrical Contractor:** \_\_\_\_\_

City Business License #: \_\_\_\_\_ New Mexico Contractor License #: \_\_\_\_\_

**Project description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Proposed work area:**

Remodel area: \_\_\_\_\_ sq. ft.

Addition to existing structure: \_\_\_\_\_ sq. ft.

Additional building/garage/carport etc.: \_\_\_\_\_ sq. ft.

Other: \_\_\_\_\_

**Estimated Value:** \$ \_\_\_\_\_

I hereby certify that all information and measurements in this application are correct and that any additional required permits will be obtained. All work will be performed in strict accordance with the building, zoning, electrical and plumbing codes of the City of Clovis, New Mexico. Furthermore, I understand that I am responsible for ensuring that all work is completed in compliance with the Americans with Disabilities Act (ADA). I understand that the permit fee may be doubled if work is begun prior to obtaining a permit and that the permit card must be posted at all times during construction. Applications are subject to approval. I have read and understand this statement.

Applicant signature

Date

Inspector signature

Date