



CITY OF BALDWIN CITY – CODES DEPARTMENT

Planning & Development/1015 Orange Street/POB 86

Baldwin City, KS 66006/(785) 594-6907/(785) 594-6522

Submit On-line Permits, Questions: codesdepartment@baldwincity.gov

INDIVIDUAL TRADE PERMIT APPLICATION (Fill out all applicable information)

APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL REQUIRED INFORMATION IS PROVIDED

PROJECT NAME: _____

PROJECT ADDRESS: _____

TYPE OF WORK:

- ☐ Mechanical ☐ Solar Energy System ☐ Concrete Work ☐ Sewer Repair
☐ Plumbing (Check if applicable) ☐ New Water Service ☐ Hydrostatic Test ☐ Other
☐ Reconnect Plumbing ☐ Reconnect Gas ☐ Documents Provided (if Required)
☐ New or Replacement Electrical (Service-Size): _____ ☐ Reconnect Electrical

DESCRIPTION OF WORK: _____

Construction Documents Provided: ☐ Yes ☐ No

ESTIMATED PROJECT VALUE: \$ _____

Contractor/Company Name: _____

Contact Name: _____ Phone #: _____

Email Address: _____

Address: _____ City: _____ St: _____ Zip: _____

License #: _____ License Expiration Date: _____ License Jurisdiction: _____

Property Owner: _____

Contact Name: _____ Phone #: _____

Email Address: _____

Address: _____ City: _____ St: _____ Zip: _____

Sub-Contractor:

Company Name: _____ Contact: _____

Address: _____ City: _____ St: _____ Zip: _____

Office Phone #: _____ Cell Phone #: _____ Email: _____

Trade: _____ License #: _____ License Expiration Date: _____

License Jurisdiction: _____

Company Name: _____ Contact: _____

Address: _____ City: _____ St: _____ Zip: _____

Office Phone #: _____ Cell Phone #: _____ Email: _____

Trade: _____ License #: _____ License Expiration Date: _____

License Jurisdiction: _____

**All Construction shall conform to the 2003 International Codes/2002 National Electrical Code
PRIOR to digging contractor is responsible for calling Kansas One Call for utility locates by dialing 811**

I hereby affirm that the information contained herein is true and correct to the best of my knowledge and agree to conform to all the regulations of the City of Baldwin City covering this type of permit. I understand failure to comply with these provisions may result in revocation of the permit.

Applicant Signature: _____ Date: _____

*****OFFICE USE ONLY*****

Application Received By: _____ Date Received: _____ Code Edition: _____

C/R Permit # _____ - _____ Permit Received by: _____

Electrical ☐ Plumbing ☐ Mechanical ☐ Solar ☐ Water ☐ Gas Pressure ☐ Roof ☐ Sewer ☐ Hydro ☐ Other _____

Total Permit Fees: \$ _____