



RUTHERFORD COUNTY BUILDING CODES

Creating a Sustainable Future Through Building Standards and Safety

ONE PUBLIC SQUARE SOUTH, ROOM 101, MURFREESBORO, TENNESSEE 37130
PHONE 615.898.7734 FAX 615.898.7941

TANYA BELL, BUILDING OFFICIAL

APPLICATION FOR MECHANICAL PERMIT

For your convenience, you may fax or email this permit application ahead of time and we will do our best to have it ready for you when you come in. Or you have the option to submit your application and request that we call you for payment when permit is ready, we will then forward you your permit copy via email. **Please note that while we are happy to provide the payment by phone option for your convenience, in order for us to be able to complete the permit accurately, this form MUST be completed in its entirety. If it is incomplete, you will not receive a call and will be required to resubmit completed application or visit the office to obtain.**

MECHANICAL CONTRACTOR: _____

CONTACT NAME: _____

PHONE: () _____

EMAIL: _____

CUSTOMER/BUILDER NAME: _____

PROPERTY ADDRESS: _____

LOT #: _____ SUBDIVISION: _____

If homeowner will grant access for inspection, please provide contact #: _____

TYPE OF PROJECT (check all that apply)

Single-Family Multi-Family Ind/Comm Mobile Home Other: _____

New Construction Addition Remodel Repair Other: _____

TYPE OF UNIT (e.g., central, mini-split, geothermal, etc.)

UNITS / # TONS (whichever applies)

PLEASE CONTACT ME AT THE CONTACT NUMBER LISTED ABOVE WHEN PERMIT(S) IS READY, AND I WILL PAY BY PHONE.

I WILL PICK MY PERMIT UP FROM BLDG CODES OFFICE ON: _____
(DAY YOU PLAN TO PICK UP)

THIS PERMIT APPLICATION MAY BE FAXED OR EMAILED TO OUR OFFICE:

FAX #: 615-898-7941 EMAIL: buildingcodes@rutherfordcountyttn.gov