



701 E. Main Street
Lakeland, FL 33801-5038

www.lakelandgov.net/ld

Fire Safety Management (863)834-8201
Facsimile (863)834-8222

Permit Application

Permit fee payment is due with submittal of application.
Permit fees are not refundable once the application has been processed.

Date:	New Permit <input type="checkbox"/>	Revision to a Permit <input type="checkbox"/>	Permit Number:
-------	-------------------------------------	-----------------------------------------------	----------------

Please print or type all information below. Incomplete applications will be returned.

Project Name:		
Project Address (Include City and State):		
Contractor:		
Contractor Address (Include City and State):		
Phone Number:	Emergency Number:	Cell Phone Contact and Number:
Certificate Holder's Name:	Fax Number:	Corporate E-mail:
State License Number:	Expiration Date:	License Type:
Permit Type: Automatic Fire Suppression System <input type="checkbox"/> Installation of Fuel Tank (s) <input type="checkbox"/> # of tanks ____ Automatic Fire Detection System <input type="checkbox"/> Removal or Abandonment of Fuel Tank (s) <input type="checkbox"/> # of tanks ____ Automatic Fire Alarm System <input type="checkbox"/> Other Permit Type (Explain) <input type="checkbox"/>		
Scope of Work:		
Square Footage:		
Note: Sprinkler systems which contain 50 or more heads and fire alarm systems over \$5,000 in cost are to be dated, signed, and stamped by a Florida Registered Professional Engineer.		

It is hereby expressly agreed that the applicant will comply with all requirement as prescribed in the Fire Prevention Code of the City of Lakeland pertaining to and governing such operations.

Signature of Certificate Holder:

Official Use Only

Application Received By:	Fees:	Check Number:	Receipt Number:
Reviewer Signature:	Date:	Permit Number:	

Permit Checklist

This checklist is designed to expedite the permit process. Please locate the type of permit you are requesting and follow the guidelines.

Fire Sprinkler System

1. Submit (3) three sets of drawings and calculations, P.E. seal required 50 heads or more, *of which 2 will be kept by the fire department and one returned to you with the permit.*
2. Submit State Certificate of Competency.
3. If you wish approved plans returned by mail, please submit self-addressed, stamped envelope.
4. **Fee must accompany plans.**

Fire Alarm System

1. Submit (3) three sets of plans, *of which 2 will be kept by the fire department and one returned to you with the permit.*
2. Plans must include: system components, specification sheets, and battery calculations.
3. If cost of system is over \$5,000, plans must have P.E. seal.
4. Submit state license, certification, or registration.
5. If you wish approved plans to be returned, submit self-addressed, stamped envelope.
6. **Fee must accompany plans.**

Automatic Fire Extinguishing System

1. Submit (3) three sets of prints, *of which 2 will be kept by the fire department and one returned to you with the permit.*
2. Submit all data sheets, specification books, and addenda.
3. Submit state license, certification, or registration.
4. If you wish approved plans to be returned, submit self-addressed, stamped envelope.
5. **Fee must accompany plans.**

Flammable/Combustible Liquid Tank Installation or Upgrading

1. Submit (3) three sets of plans, *of which 2 will be kept by the fire department and one returned to you with the permit.*
2. Drawings will include: plot plan, tank sizes, tank description/type, tank location, piping layout, anchor system, slab, island, electrical layout, two way communications and scalable site layout which includes property lines, public ways, and nearest buildings.
3. Submit Pollutant Storage Systems State License.
4. If you wish approved plans to be returned, submit self-addressed, stamped envelope.
5. **Fee per tank must accompany plans.**

Installation, Removal, or Abandonment of Fuel Tanks

1. Submit plot plan showing tank location.
2. Submit Pollutant Storage Systems State License.
3. Notify fire inspector upon tank removal. If abandonment in ground, please ask for a guideline sheet.
4. **Fee per tank must accompany application.**