



BUILDING, INSPECTIONS & PERMITS DEPARTMENT MECHANICAL PERMIT APPLICATION

Submit the completed application for review to permits@cityofconroe.org.

Any person desiring to secure a mechanical permit to preform air conditioning and refrigeration contracting must be licensed and registered with the City of Conroe. Visit [City of Conroe - Permits](#) to register with the City of Conroe.

Date: _____

Contractor Company Name: _____

Applicant Name: _____

Phone Number: _____ Email: _____

Mailing Address: _____

Project Information

Proposed Use: Commercial Residential Building Permit Number: _____

Owner Name: _____

Project Address: _____

Description of Work:
 Building Addition Interior Remodel Repairs Only
 Change of Occupancy New Construction Other: _____

of Tons: _____ # of Exhaust Hoods: _____

Other (specify): _____

Additional Information

1. Other than repairs or replacement of equipment, an issued Building Permit must be on file to issue a Mechanical permit.
2. Permit fees will be emailed to the applicant once review is complete. To examine the fee schedule for permits outlined in the City of Conroe Ordinance, [Permit Fee Schedule](#).
3. To assess the City of Conroe Mechanical Ordinance, [Mechanical Code of Ordinance](#).

I hereby declare that all the information provided above is true and accurate to the best of my knowledge.

Contractor Name

Contractor Signature