



The Village of North Palm Beach  
Community Development Department  
701 U.S. Highway 1, Suite 100, North Palm Beach, FL 33408  
Phone: (561) 841-3365 • Email: npbcommdev@village-npb.org

## **AFFIDAVIT OF ACKNOWLEDGEMENT FOR BUILDING PERMIT**

**Business Name:** \_\_\_\_\_ **Business Phone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Business Owner Name:** \_\_\_\_\_

**Business Email:** \_\_\_\_\_

Are you planning on renovating this business location?

**Please check the appropriate box:**      YES       NO

The following list of renovation work requires a Building permit application to be submitted to the Village of North Palm Beach Building Department. This list consists of but is not limited to:

- 1.) Installation of new or relocated walls, ceilings, windows, doors, soffits, and fixed cabinetry, etc.
- 2.) Any new or relocated electrical wiring and/or installation of electrical equipment, receptacles, lighting, fans, voice/DATA outlets, CCTV, Sound, Fire Alarm, Fire Sprinklers, etc.
- 3.) Any new, relocated or replaced water heaters, sinks, toilets, drinking fountains or general repairs to the sanitary or water supply.
- 4.) Any new, relocated or replaced air conditioning equip., duct work, refrigeration equip., exhaust or fans.
- 5.) Any flooring where the floor elevation may change above the existing entry/exit door thresholds.
- 6.) Any flooring in condo and multi-family for sound dampening.

**Building permits are not required for the following:**

- 1.) Painting, wallpaper.
- 2.) Installation or replacement of vinyl, laminate or low-profile tile flooring that does not raise the existing finished floor elevation for single family residences.

**You may contact the Building Dept. at 561-841-3365 if you have any questions pertaining to permits.**

**To Whom It May Concern,**

**This affidavit is to acknowledge that I, \_\_\_\_\_, the above listed business owner, have been informed that a Building permit is required for any renovation work to this business address. I am also aware that additional penalties may incur if renovation work is performed without obtaining a Building permit.**

**Business Owner's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_