



## CITY OF PUNTA GORDA PERMIT FAXING PROCEDURES

The following applications can be faxed to the City of Punta Gorda Building Department, and the approved permit(s) will be faxed back to you:

Air Conditioning Change Outs  
Water Heater Change Outs  
Installation of Water Softeners/Conditioners  
Solatubes  
Soffit & Fascia Installation or Replacement  
Electric for :      Boatlifts-Water Heaters-Shutters  
                         Pool Equipment-  
                         Water Softeners/Conditioners

This feature will require you to establish an escrow account with the City of Punta Gorda. The minimum deposit in an escrow account is \$500.00. Once you have completed the escrow application and made your initial deposit, you simply fax your application to (941) 575-3347. We will process your application and fax you an approved permit.

If you choose to use this service, please complete the escrow application and submit it with your deposit.

If you have any questions, contact our office at (941) 575-3324 ext. 1.

# CITY OF PUNTA GORDA BUILDING DEPARTMENT ESCROW ACCOUNT AGREEMENT

City of Punta Gorda Certificate of Competency # \_\_\_\_\_

Company Name \_\_\_\_\_

Deposit Amount \$ \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

I agree to allow the City of Punta Gorda to draw from the escrow account for Permitting and Reinspection fees. I agree to maintain a positive balance in the account and understand that I am responsible for any and all other fees not drawn from the escrow. **I also agree not to commence with any work until I have received the approved permit from the City of Punta Gorda Building Department.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

State of Florida  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
by \_\_\_\_\_, who is personally known to me or who has presented  
\_\_\_\_\_, as identification.

\_\_\_\_\_  
Signature Notary Public

(SEAL)