Using Metro Nashville's ePermits System

The Metro Nashville's ePermits system allows registered contractors to apply for and self-issue many permits types (e.g. plumbing, electrical, mechanical permits under a parent building permit). The system also allows contractor's to make application for other permits that require Metro review prior to issuance. ePermits can be used to pay for most permits online. In addition the system can be used to schedule and check the status of inspections and reviews related to most permits as well as renew licenses and registrations.

ePermits can be accessed via the Internet using most any modern web browser including Internet Explorer, Firefox, Safari and Google Chrome. Accessing the application from a mobile device is also possible but viewing in landscape mode is recommended for the best experience.

Contents

Getting Started

1. Open a web browser and then open the following location: https://ePermits.Nashville.gov
2. The ePermits main page will load.
3. While you may search for any permit in the system without logging in, to apply for a new permit or to view existing permits or applications specifically associated with you or your company, click the appropriate menu item on the left side of the page.
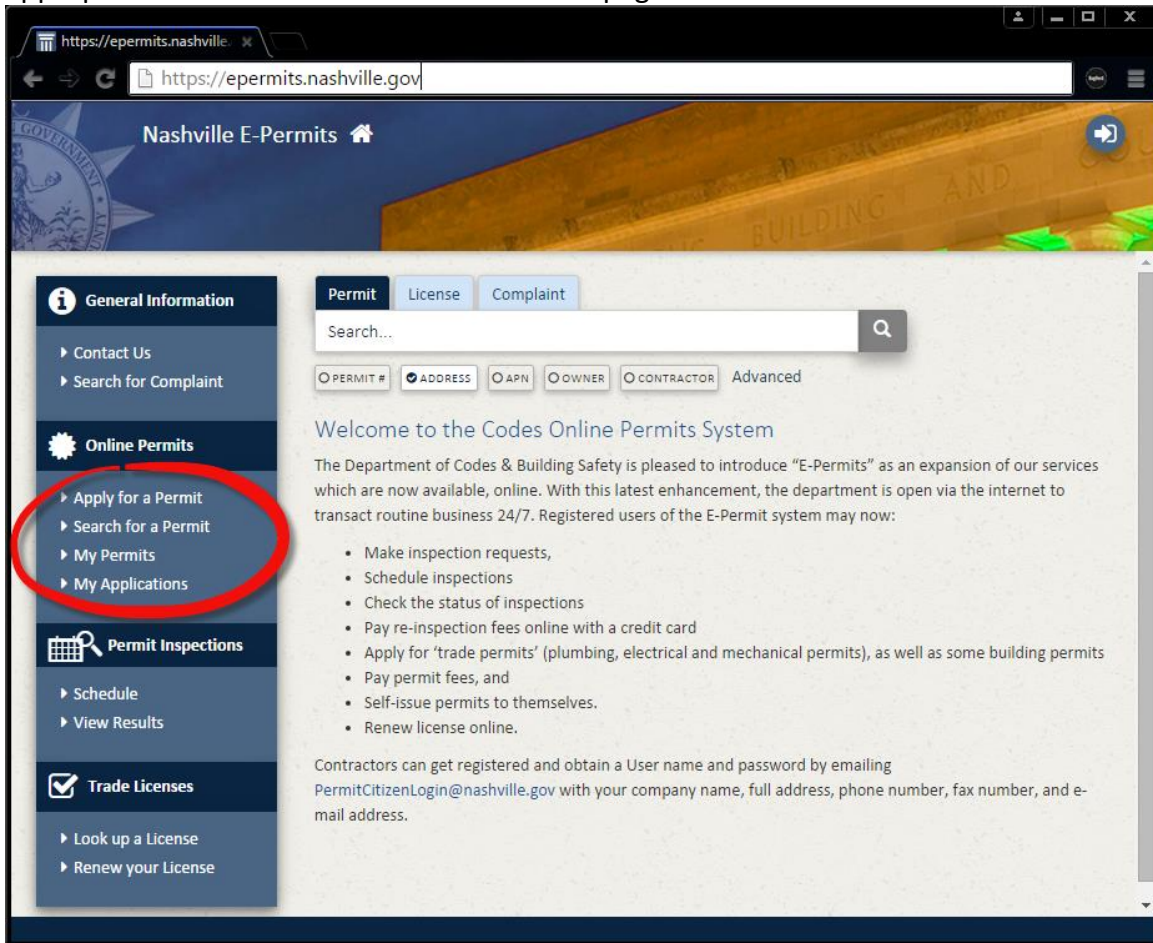
<table>
<tr><td align="center">IMPORTANT NOTE</td></tr>
<tr><td>If you are currently a user of the KIVA Citizen E-Permits system, your login and password will be different for the new system. Please use the login and password specifically provided by the Metro Codes Department for the new system. Initially, in the new system, passwords will be set to be the same as your login.</td></tr>
</table>

4. You will be prompted for your ePermits login. Enter your ePermits login and password and then click the **Log in to ePermits** button.

5. The Account Home page will open. This page contains lists of 1.) Permit applications that have been started but not submitted—as well as 2.) Applications that have been submitted for review or issued. *Note that Metro personnel cannot see or review records in the Incomplete Applications category as you have not formally submitted them yet.* If you have no records in either list, skip to page 6 or 11 in this

document and enter a new permit application.
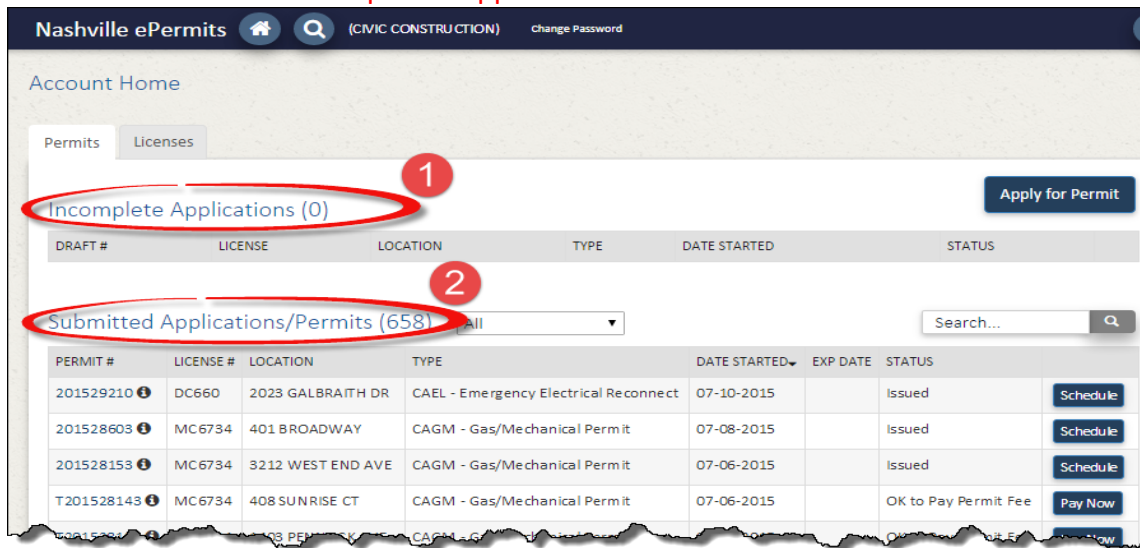
6. On the list of Submitted Applications/Permits— to quickly locate a permit you can enter the permit number in the search form and click the [🔍] button.

7. The specific permit will be returned from the list.
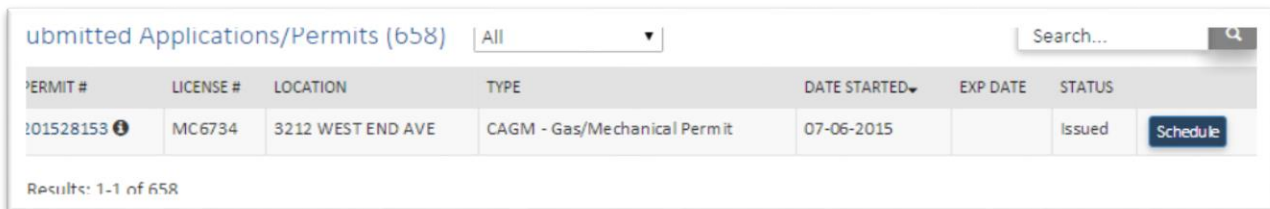
8. Alternately, you can enter a permit address (or a portion of it such as a road name) in the search box and locate a permit by that method. NOTE: To clear the search, simply click the [🔍] button when the search box has no search criteria and all records will be shown.

9. If you wish to view the scope of any permit, click the ⓘ next to the permit number. If you desire more information about the permit, click on the permit number to view the permit details.

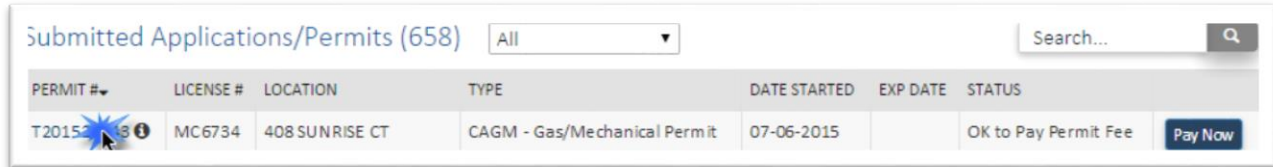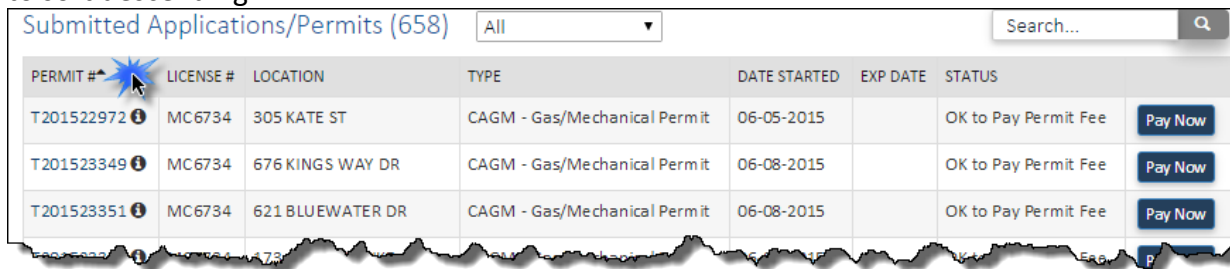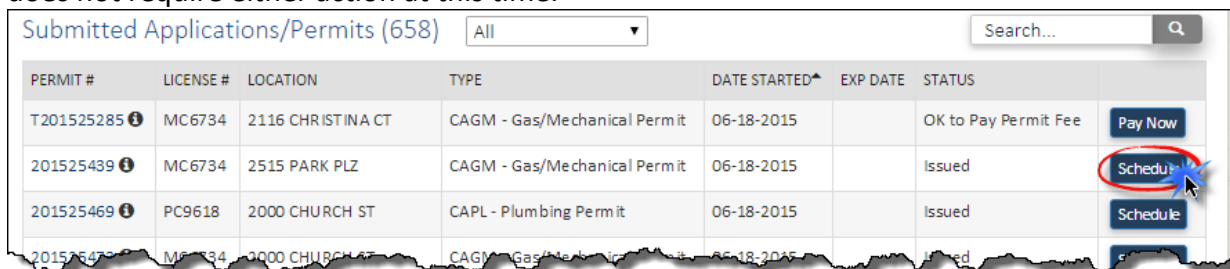| PERMIT #▾	LICENSE #	LOCATION	TYPE	DATE STARTED	EXP DATE	STATUS	
T2015...ⓘ	MC6734	408 SUNRISE CT	CAGM - Gas/Mechanical Permit	07-06-2015		OK to Pay Permit Fee	Pay Now

Submitted Applications/Permits (658) — All — Search...

10. If you want to sort the list by a column, simply click the column header once to sort ascending and again to sort descending.

Submitted Applications/Permits (658) — All — Search...

PERMIT #▴	LICENSE #	LOCATION	TYPE	DATE STARTED	EXP DATE	STATUS	
T201522972 ⓘ	MC6734	305 KATE ST	CAGM - Gas/Mechanical Permit	06-05-2015		OK to Pay Permit Fee	Pay Now
T201523349 ⓘ	MC6734	676 KINGS WAY DR	CAGM - Gas/Mechanical Permit	06-08-2015		OK to Pay Permit Fee	Pay Now
T201523351 ⓘ	MC6734	621 BLUEWATER DR	CAGM - Gas/Mechanical Permit	06-08-2015		OK to Pay Permit Fee	Pay Now

11. You may initiate scheduling an inspection or paying for permit fees (and re-inspection fees) directly from this screen by simply click the button if available. If the button is not available, the permit is not ready or does not require either action at this time.

Submitted Applications/Permits (658) — All — Search...

PERMIT #	LICENSE #	LOCATION	TYPE	DATE STARTED▴	EXP DATE	STATUS	
T201525285 ⓘ	MC6734	2116 CHRISTINA CT	CAGM - Gas/Mechanical Permit	06-18-2015		OK to Pay Permit Fee	Pay Now
201525439 ⓘ	MC6734	2515 PARK PLZ	CAGM - Gas/Mechanical Permit	06-18-2015		Issued	Schedule
201525469 ⓘ	PC9618	2000 CHURCH ST	CAPL - Plumbing Permit	06-18-2015		Issued	Schedule
201525475...	MC6734	2000 CHURCH ST	CAGM - Gas/Mechanical...	06-18-2015		Issued	S...

1. To return back to the permit listing on the Home page, click on the 🏠 button located in the top left corner of the screen.
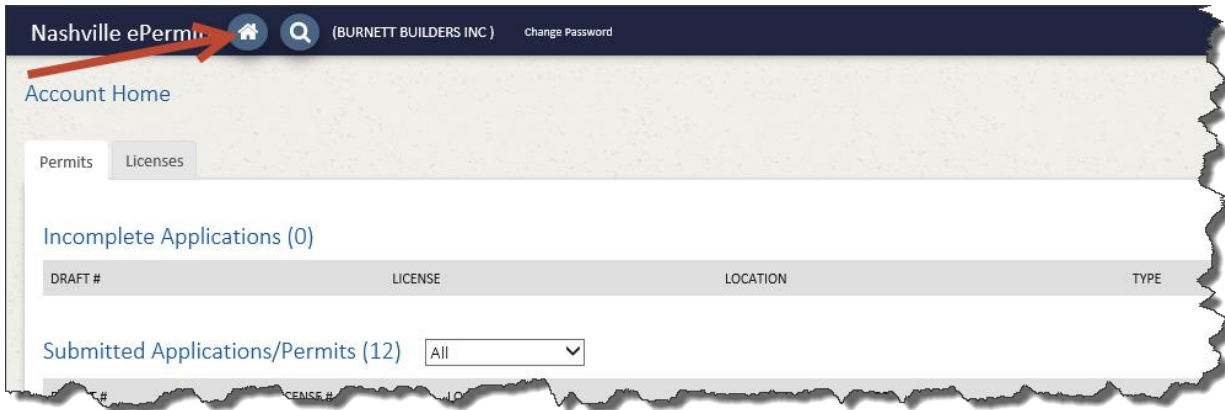
Apply for Permit

1. From the Account Home Page, click the `Apply for Permit` button.
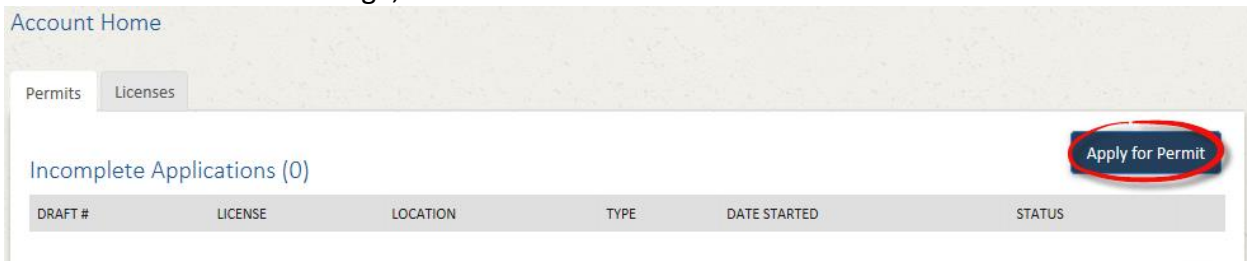
2. On the next page, the Terms and Conditions are required to be accepted. Be sure to read them and if you accept, click the `Okay` button. For permits that are independent and not under an existing Building permit, proceed to step 3. For permits that are dependent and will be under an existing Buiding permit, skip to

step 15.

Apply for Permit

Terms & Conditions

> **IMPORTANT:** When you submit a permit to the Metro Codes Administration, you are agreeing to certain terms and conditions.

property, to obtain this permit. I understand that if the construction and/or installation for which this permit is issued is contrary to the requirements of Metropolitan codes or regulations, said violations must be corrected, and the permit may be voided.

I further certify that I am in compliance with the T.C.A. 62-6-101 et seq. (Tennessee contractor's licensing act) for the work described in this permit. Work must start within six (6) months and must be completed within two (2) years of issue date. Permits become invalid if work does not start within six (6) months or is suspended for one (1) year after start date. Extensions of ninety (90) days each may be allowed in writing by the Director.

Cancel   Okay

Independent Permits (Not Under an Existing Building Permit)

3. Specify if the permit being applied for is NOT under the scope of an existing parent (building permit).

Apply for Permit

I wish to apply for a permit under an existing Building permit

OR

I wish to apply for a new permit (NOT under an existing Building permit)

4. A permit not associated with an existing permit must be associated with a parcel/address. Once the selection is made to do a new permit in this manner, an address search form appears. Enter the official address for the permit location. Enter the applicable information and click the `Search` button.

Street Number	Prefix	Street Name	Type	Post Dir
15		Lindsley		
	N,E,S,W		AVE,ST,RD	N,E,S,W

Search

5. A list of candidate addresses will be returned. Select the correct address. In some cases, addresses are very close to each other, be specific!

Street Number	Prefix	Street Name	Type	Post Dir
903		MAIN		
	N,E,S,W		AVE,ST,RD	N,E,S,W

Search

Found 2matches

ADDRESS	CITY	STATE/ZIP	
903 MAIN ST	NASHVILLE	TN 37206	Select
903 B MAIN ST COMCAST POWER SUPPLY BOX IN ALLEY BEHIND	NASHVILLE	TN 37206	Select

Results: 1-2 of 2

First   Previous   1   Next   Last

6. Enter the permit type and subtype, the permit scope, confirm the trade license and click the `Next >` button.

NOTE: You are applying for a permit that is not associated with a ParentStep permit (e.g. a Master Building Permit).

If you intended to associate this permit with a Parent permit, click the Back button and select the other option.

If you do continue to apply for a trade permit without associating it with a parent permit, your application will require review and approval before you will be able to pay for and self-issue your permit.

What type of Permit are you applying for? ❋

CAGM - Gas / Mech Permit - Vc, Mc ▼ ①

What is the sub-type of Permit are you applying for? ❋

CAGM - Gas / Mech Permit ▼ ②

Additional Scope of Work ❋

Install two new HVAC units 10 ton each ③

Your Licenses

TL - State Lic Mechanical Company (09255) - VC46 ▼ ④

License #

VC461

⑤

Cancel   ❋ are required   < Back   Next >

7. Enter the Applicant and Contact Information and click the Next > button.

Permit Type: CARN - CAA01R301
Permit Description: CA - New Residential Single Family

Applicant Information

| COPY FROM | My information | Clear fields | Contact |

Company

matt@burnettbuildersgc.com

Cancel

Contact Information

| COPY FROM | My information | Clear fields | Applicant |

Company

❋ are required   < Back   Next >

8. Enter the applicable contract value and quantities for the permit.

Permit Type: **CAGM - CAGM**
Permit Description: **Gas/Mechanical Permit**

Answer questions as best as possible.

CONTRVALUE -- Construction Contract Value

SEQ#	CODE	DESCRIPTION	QUANTITY
1	CONSTVALUE ❶	[CONTRVALUE] Total Value of Construction (Used for Checking Monetary Limits)	10000 ❋

CAG1HVAC -- Gas Mechanical Hvac

SEQ#	CODE	DESCRIPTION	QUANTITY
1	PKGU	Package Units	2
2	FRNC	Furnaces	

9. Click the **Complete Application** button.

| 13 | UGPP | Underground Piping | |

Cancel *are required < Back **Complete Application**

10. Confirm the permit details, if they need to be corrected, click the < Back button. If everything looks good, click the **Submit For Review >** button.

Permit Type: CAGM - CAGM
Permit Description: Gas/Mechanical Permit

Address	Applicant	Contact
903 MAIN ST	CLIFTON OGDEN 25 LINDSLEY AVE . NASHVILLE, TN 37210 615-567-1000	CLIFTON OGDEN 25 LINDSLEY AVE . NASHVILLE, TN 37210 615-567-1000

Scope of Work
Install two new HVAC units 10 ton each

CONTRVALUE - CONSTRUCTION CONTRACT VALUE		
CODE	**DESCRIPTION**	**QUANTITY**
CONSTVALUE	[CONTRVALUE] Total Value of Construction (Used for Checking Monetary Limits)	10,000.00
CAG1HVAC - GAS MECHANICAL HVAC		
CODE	**DESCRIPTION**	**QUANTITY**
PKGU	Package Units	2.00
CAG3TOTBTU - GAS MECHANICAL TOTAL BTU		
CODE	**DESCRIPTION**	**QUANTITY**
TONS	Cooling Tons	20

Cancel < Back **Submit For Review >**

11. The application will now be submitted. It will take a few moments to submit the application during which an animation will appear.

Scope of Work
Install two new HVAC units 10 ton each

CONTRVALUE - CONSTRUCTION CONTRACT VALUE		
CODE	**DESCRIPTION**	**QUANTITY**
CONSTVALUE	[CONTRVALUE] Total Value of Construction (Used for Checking Monetary Limits)	10,000.00
CAG1HVAC - GAS MECHANICAL HVAC		
CODE	DESCRIPTION	QUANTITY

12. After successful submission, a confirmation page will appear and Metro will review the permit as soon as possible. Upon review you should get an e-mail with approval or rejection of the permit application.

Your application has been submitted.

Please write down your application number for reference:

CAGM T201527298

Metro Department of Codes and Building Safety

Metro Office Building - 3rd Floor
800 Second Avenue South
Nashville, TN 37210
Codes Contact Information

| Home | Apply For Another Permit |
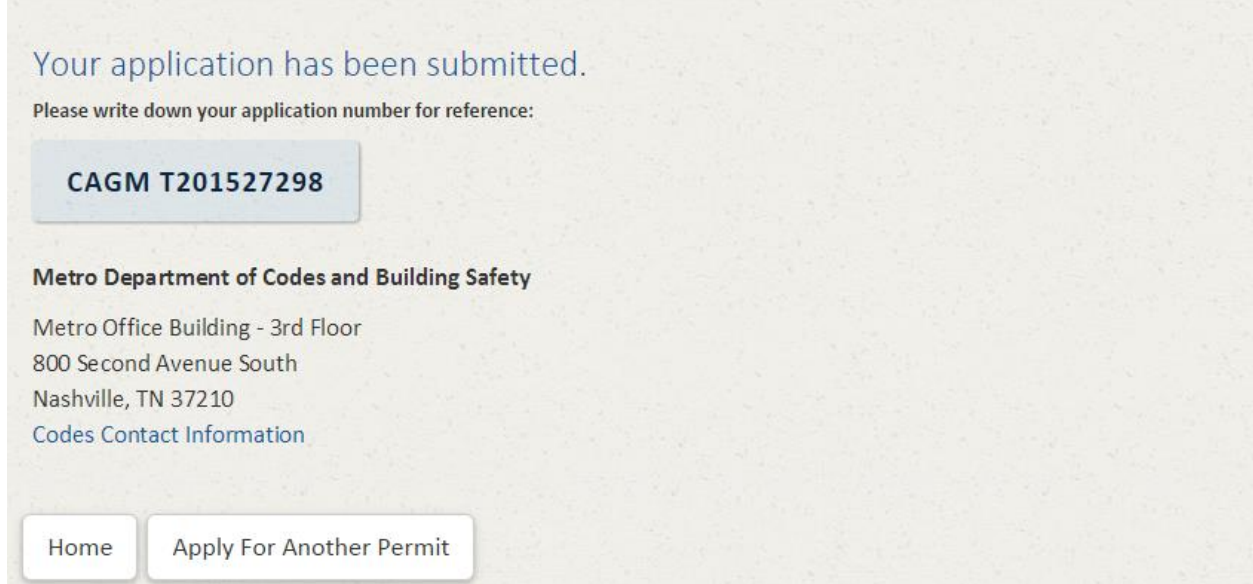
13. To review the status of a permit, click the permit number on the Account Home.

Submitted Applications/Permits (658)   All ▾   Search...   🔍

PERMIT #▾	LICENSE #	LOCATION	TYPE	DATE STARTED	EXP DATE	STATUS
T20152... ℹ	VC461		CAGM - Gas/Mechanical Permit	07-22-2015	07-22-2016	Open
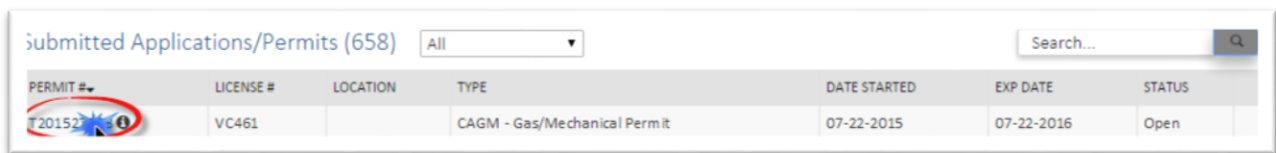
14. Scroll down to the **Reviews / Inspections** section to see the review or inspection details/results on a permit.

Reviews / Inspections

TYPE	DESCRIPTION	STATUS	COMPLETED BY	COMPLETED
REVIEW	Mechanical Payment Approval	APPROVED	Potter, Margo	Jun 24, 2015
	💬 06/24/2015- MRP- YOUR APPLICATION HAS BEEN APPROVED FOR PAYMENT. PLEASE VERIFY THAT YOUR APPLICATION IS CORRECT *** BEFORE *** PAYING. HAVE A BLESSED DAY ! ********************			

15. Next, specify if the permit being applied for is under the scope of an existing parent (building permit). If it is, click the first button, if it is not, click the second button. In this case, we want the first/top button.

Apply for Permit

I wish to apply for a permit
under an existing Building permit

OR

I wish to apply for a new permit
(NOT under an existing Building permit)
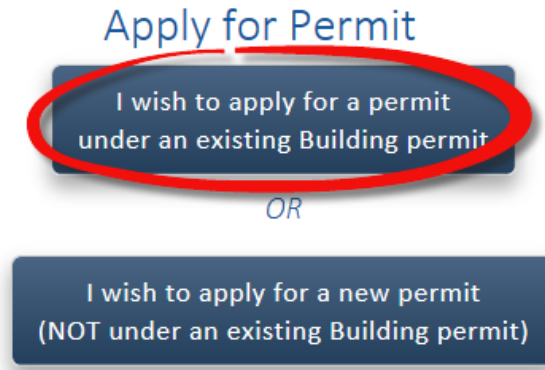
16. A search screen/page will appear. This search is to be used to locate the PARENT/BUILDING PERMIT using an address, a permit number, owner name, parcel number or prime contractor. Use the buttons under the search box to select the item you wish to search. By default it is set to Address. Enter some search criteria and click **Search** .

903 main ① ②

○ PERMIT #   ● ADDRESS   ○ APN   ○ OWNER   ○ CONTRACTOR

Cancel   ③ Search
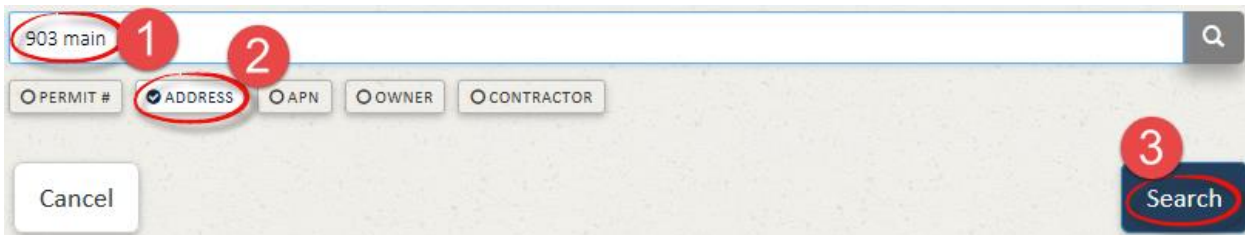
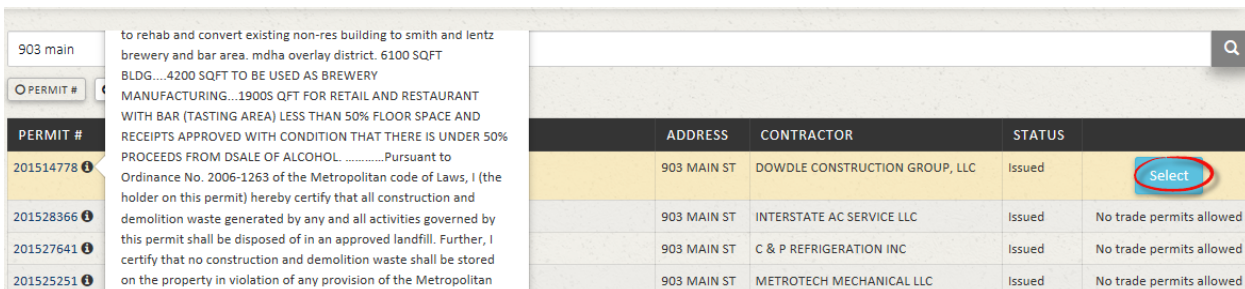17. If you get zero results, check the address or permit number. You can also use a partial address in case you have the wrong street suffix (e.g. Rd vs Ave, etc.). Leaving off specifics such as the street type will typically result in more items found. Once results are listed, permits that are eligible for associated trade permits will show a select button. Permits that are not approved for trade permits will state "No trade permits allowed". Again you can click the ❶ button to review the scope, or click the permit number to review the entire parent permit details. Once the proper building permit is located, click **Select**.

903 main

○ PERMIT #

to rehab and convert existing non-res building to smith and lentz brewery and bar area. mdha overlay district. 6100 SQFT BLDG....4200 SQFT TO BE USED AS BREWERY MANUFACTURING...1900S QFT FOR RETAIL AND RESTAURANT WITH BAR (TASTING AREA) LESS THAN 50% FLOOR SPACE AND RECEIPTS APPROVED WITH CONDITION THAT THERE IS UNDER 50% PROCEEDS FROM DSALE OF ALCOHOL. ....Pursuant to Ordinance No. 2006-1263 of the Metropolitan code of Laws, I (the holder on this permit) hereby certify that all construction and demolition waste generated by any and all activities governed by this permit shall be disposed of in an approved landfill. Further, I certify that no construction and demolition waste shall be stored on the property in violation of any provision of the Metropolitan

PERMIT #	ADDRESS	CONTRACTOR	STATUS	
201514778 ❶	903 MAIN ST	DOWDLE CONSTRUCTION GROUP, LLC	Issued	Select
201528366 ❶	903 MAIN ST	INTERSTATE AC SERVICE LLC	Issued	No trade permits allowed
201527641 ❶	903 MAIN ST	C & P REFRIGERATION INC	Issued	No trade permits allowed
201525251 ❶	903 MAIN ST	METROTECH MECHANICAL LLC	Issued	No trade permits allowed

18. The key parent permit details will be displayed, this will include which permit types can be pulled against the permit. Verify again that this is the correct parent permit. If it is confirmed correct, click **Next >**.

Parent Permit Summary		Parcel/Address Information	
Number	CACR 201514778	Address	903 MAIN ST
Type	Building Commercial - Rehab / Microbrewery		NASHVILLE, TN 37206
Status	ISSUE		100451
Date Issued	06-12-2015		2037514
Date Completed	04-20-2015		
Decision	Issued		

Permit Scope

to rehab and convert existing non-res building to smith and lentz brewery and bar area. mdha overlay district. 6100 SQFT BLDG....4200 SQFT TO BE USED AS BREWERY MANUFACTURING...1900S QFT FOR RETAIL AND RESTAURANT WITH BAR (TASTING AREA) LESS THAN 50% FLOOR SPACE AND RECEIPTS APPROVED WITH CONDITION THAT THERE IS UNDER 50% PROCEEDS FROM DSALE OF ALCOHOL. ....Pursuant to Ordinance No. 2006-1263 of the Metropolitan code of Laws, I (the holder on this permit) hereby certify that all construction and demolition waste generated by any and all activities governed by this permit shall be disposed of in an approved landfill. Further, I certify that no construction and demolition waste shall be stored on the property in violation of any provision of the Metropolitan Code....

Child Permits Allowed

CALV - Electrical Low Voltage Permit
CAEL - Electrical Permit
CAPL - Plumbing Permit

Cancel   < Back   Next >

19. Next, select the type of permit you wish to apply for under the building permit.

What type of Permit are you applying for? ✳

Select permit Type...
CALV - Electrical Low Voltage Permit
CAEL - Electrical Permit
CAGJ - Gas / Mech Gas Piping - Jc, Pc
CAGM - Gas / Mech Permit - Vc, Mc
CAGH - Gas / Mech Up To 1500 Btus - Hc
CAGA - Gas / Mech Up To 750 Btus - Ac
CAPL - Plumbing Permit

20. Select the subtype or scope code of the permit you are applying for.

What is the sub-type of Permit are you applying for? ✳

Select sub permit Type...
CAPLREPAIR - Plumbing Permit - Water, Sewer Repair
CAPLYARD - Plumbing Permit - Yard Water, Sewer
CAPL - Plumbing Permit

21. Enter a detailed scope of the work you will be doing under the permit, confirm your applicable trade license is shown and then click the **Next >** button.

What type of Permit are you applying for? ✱

CAPL - Plumbing Permit

What is the sub-type of Permit are you applying for? ✱

CAPL - Plumbing Permit

Parent Scope of Work

to rehab and convert existing non-res building to smith and lentz brewery and bar area. mdha overlay district. 6100 SQFT BLDG....4200 SQFT TO BE USED AS BREWERY MANUFACTURING...1900S QFT FOR RETAIL AND RESTAURANT WITH BAR (TASTING AREA) LESS THAN 50% FLOOR SPACE AND RECEIPTS APPROVED WITH CONDITION THAT THERE IS UNDER 50% PROCEEDS FROM DSALE OF ALCOHOL. ....Pursuant to Ordinance No. 2006-1263 of the Metropolitan code of Laws, I (the holder on this permit) hereby certify that all construction and demolition waste generated by any and all activities governed by this permit shall be disposed of in an approved landfill. Further, I certify that no construction and demolition waste shall be stored on the property in violation of any provision of the Metropolitan Code....

Additional Scope of Work ✱

Install plumbing fixtures in two bathrooms.

Your Licenses

TL - State Lic Plumbing Company (09255) - JC142

License #

JC142

Cancel   ✱ are required   < Back   Next >

22. On the next screen/page you can specify Applicant and Contact information. You can use the buttons at the top to copy information from your Metro Contractor record but also have the opportunity to modify the information to include a specific project manager or job foreman's information. When information has been entered, click the **Next >** button.

Permit Type: CARN - CAA01R301
Permit Description: CA - New Residential Single Family

Applicant Information

COPY FROM   My information   Clear fields   Contact

Contact Information

COPY FROM   My information   Clear fields   Applicant

Company

Company

Name   ✱

Name   ✱

Title

Title

Address

Address

Work Phone   ✱   Ext

Work Phone   ✱   Ext

Cell Phone

Cell Phone

Fax

Fax

Home Phone

Home Phone

Email   ✱

Email   ✱

Cancel   ✱ are required   < Back   Next >

23. On the next screen/page specify the construction value and the quantities for the job.

| Permit Type: | **CAPL - CAPL** |
| Permit Description: | **Plumbing Permit** |

Answer questions as best as possible.

CONTRVALUE -- Construction Contract Value

SEQ#	CODE	DESCRIPTION	QUANTITY
1	CONSTVALUE	Total Value of Construction (Used for Checking Monetary Limits)	10000 *

CAP1RFXTR -- Plumbing Residential Fixtures

SEQ#	CODE	DESCRIPTION	QUANTITY
1	KITSNK	Number of Kitchen Sinks?	
2	DSHWSH	Number of Dish Washers?	
3	WSHMCH	Number of Washing Machines?	
4	HWH	Number of Hot Water Heaters?	1
5	LAV	Number of Lavatories?	2

24. When done entering the quantities, click **Complete Application** at the bottom of the page.

SEQ#	CODE	DESCRIPTION	QUANTITY
1	SWR	Number of Sewer Repairs?	
2	WTR	Number of Water Repairs?	
3	OFW	Number of Overflow Repairs?	

Cancel   * are required   < Back   Complete Application

25. The system will take a few moments as the permits application in created in Metro's system and the fees for the permit are calculated. An animation on the page will show during that time.

3	EXTFIRE	Number of external fire backflow preventer?
4	EXTIRRGATN	Number of external irrigation backflow preventer?
5	INTERNAL	Number of internal backflow preventer?

CAPCONNECT -- Plumbing Connections

SEQ#	CODE	DESCRIPTION	

26. After the fees are calculated, the summary of quantities will be displayed along with the applicable fees. If you wish to make corrections to the quantities, click the < Back button. To proceed with the application, click the **Proceed to Payment >** button.

Address	Applicant	Contact
903 MAIN ST	CLIFTON OGDEN 25 LINDSLEY AVE . , TN 37210 615-425-2000	CLIFTON OGDEN 25 LINDSLEY AVE . , TN 37210 615-425-2000

Scope of Work
Install plumbing fixtures in two bathrooms.

CONTRVALUE - CONSTRUCTION CONTRACT VALUE

CODE	DESCRIPTION	QUANTITY
CONSTVALUE	Total Value of Construction (Used for Checking Monetary Limits)	10,000.00

CAP1RFXTR - PLUMBING RESIDENTIAL FIXTURES

CODE	DESCRIPTION	QUANTITY
HWH	Number of Hot Water Heaters?	1.00
LAV	Number of Lavatories?	2.00
WTRCLS	Number of Water Closets?	2.00

CAP2CFXTR - PLUMBING COMMERCIAL FIXTURES

CODE	DESCRIPTION	QUANTITY
DRKFNT	Number of Drinking Fountains?	1.00
URN	Number of Urinals?	2.00
COMSNK	Number of Commercial Sinks?	2.00

Fees

DESCRIPTION	VALUE	RATE	FEE
COMMERCIAL SINK	2	$9.25	$19.00
DRINKING FOUNTAINS	1	$9.25	$10.00
LAVATORY	2	$9.25	$19.00
URINALS	2	$9.25	$19.00
WATER CLOSETS	2	$9.25	$19.00
WATER HEATER	1	$18.50	$19.00
		Sub-Total	$105.00
		* Convenience Fee	$2.42
		Total Fees	$107.42

* A 2.30% convenience fee will be charged on all debit and credit card transactions. This fee is collected by a third party processor and Metro does not receive any part of it.

Cancel   < Back   Proceed to Payment >

27. Enter payment information and click **Submit Payment >** .

Permit Type: **CAPL - CAPL**	Permit Fees $105.00
Permit Description: **Plumbing Permit**	Convenience Fee * $2.42
	$107.42

The information being entered on this screen is secure.

COPY FROM   My information   Clear fields

VISA MasterCard AMERICAN EXPRESS DISCOVER NETWORK

Credit Card Number

4055011111111111   *

Expire Date   **CVV**

09/2015   *   123   *

Name on Card

CIVIC CONSTRUCTION   *

Billing

25 LINDSLEY AVE   *

City   **State**   **Zip**

Nashville   *   Tennessee   *   37210   X *

Email   **Phone**

BILL@CIVICINC.COM   *   615-425-2000   *

A 2.30% convenience fee will be charged on all debit and credit card transactions. This fee is collected by a third party processor and Metro does not receive any part of it. By clicking on "Submit Payment >" below, you acknowledge that you understand that the convenience fee will be charged as calculated above and you agree to pay this fee. Your payment will then be submitted for processing. If you do not wish to process this payment as calculated above, click on "Cancel" or "Pay by Another Method" below to exit this screen.

Cancel   *are required   < Back   Pay by Another Method   Submit Payment >

28. While the payment is being processed, you will see an animation on the screen for approximately 10 seconds.

The information being entered on this screen is secure.

COPY FROM   My information   Clear fields

VISA MasterCard AMERICAN EXPRESS DISCOVER NETWORK

Credit Card Number

29. After payment is successful, a confirmation page will display your permit number and the `Print` button will allow you to print your permit. You may also begin a new permit application from this screen or return to your Account Home page.

Your permit has been issued.

Please write down your permit number for reference:

CAPL 201529267

Metro Department of Codes and Building Safety

Metro Office Building - 3rd Floor
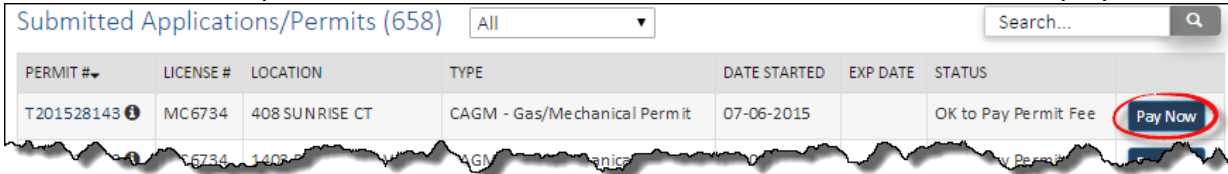800 Second Avenue South
Nashville, TN 37210
Codes Contact Information

Home	Apply For Another Permit		Print

Permit Summary | Print

Permit Number   CAPL 201529267

Permit Fee Payment

1. The Pay Now button is only available after Metro has reviewed the permit application and there is a balance due on the permit. When this is the case, the **Pay Now** button will be displayed next the permit.

Submitted Applications/Permits (658)		All ▼				Search... 🔍
PERMIT #▾	LICENSE #	LOCATION	TYPE	DATE STARTED	EXP DATE	STATUS
T201528143 ⓘ	MC6734	408 SUNRISE CT	CAGM - Gas/Mechanical Permit	07-06-2015		OK to Pay Permit Fee **Pay Now**

2. Click the **Pay Now** button to proceed with fee payments. The payment form will open. Enter your payment information. You can quickly enter default information by clicking the button to **COPY FROM   My information**. When you have completed entering payment information affirm to the charge by clicking **Submit Payment >**

Permit Payment

The information being entered on this screen is secure.

COPY FROM   My information   Clear fields

VISA   MasterCard   AMERICAN EXPRESS   DISCOVER NETWORK

Credit Card Number

4055011111111111 ✳

Expire Date		**CVV**	
12/2015 ✳		132 ✳	

Name on Card

CIVIC CONSTRUCTION ✳

Billing

25 LINDSLEY AVE ✳

City	**State**	**Zip**
Nashville ✳	Tennes: ✳ ▼	37210 ✳

Email	**Phone**
BILL@CIVICINC.COM ✳	615-425-2000 ✳

Permit Summary

Permit Number	CAGM T201528143
Type	Gas / Mech Permit - Vc, Mc / Gas / Mech Permit
Status	OK to Pay Permit Fee
Application Date	Jul 6, 2015
Decision	OK to Pay Permit Fee

Scope of Work

REPLACE 4 TON FURNACE, COIL, CONDENSER HORZ IN ATTIC.

Fees & Payment

FEE CODE	DESCRIPTION	FEE AMOUNT
CAGFRUNACE	FURNACE	$10.00
CAGBTU	TOTAL BTU FEE	$64.00
CAGCONDENS	CONDENSER	$10.00
	Convenience Fee *	$1.93
	Total Fees	$85.93

A 2.30% convenience fee will be charged on all debit and credit card transactions. This fee is collected by a third party processor and Metro does not receive any part of it. By clicking "Submit Payment >", you acknowledge that you understand that the convenience fee will be charged as calculated above and you agree to pay this fee. Your payment will then be submitted for processing.

Cancel

Submit Payment >

3. After a few moments, if the payment was successful, the permit issuance confirmation page will be shown. Click the **Print** button to print the permit/receipt.


4. Depending on your web browser and browser settings, your permit may automatically open or you may be prompted to open or save as the file.

5. You may also select Save or Save As if you wish to save the PDF to your local computer. You can also return to the permit and print the receipt/placard at a later time. You will need software to read PDF files to open and view the permit if you don't already have it. If you do not have an application to read PDFs, you can download Adobe Reader for free at http://www.adobe.com. The permit is to be printed and displayed at the jobsite.
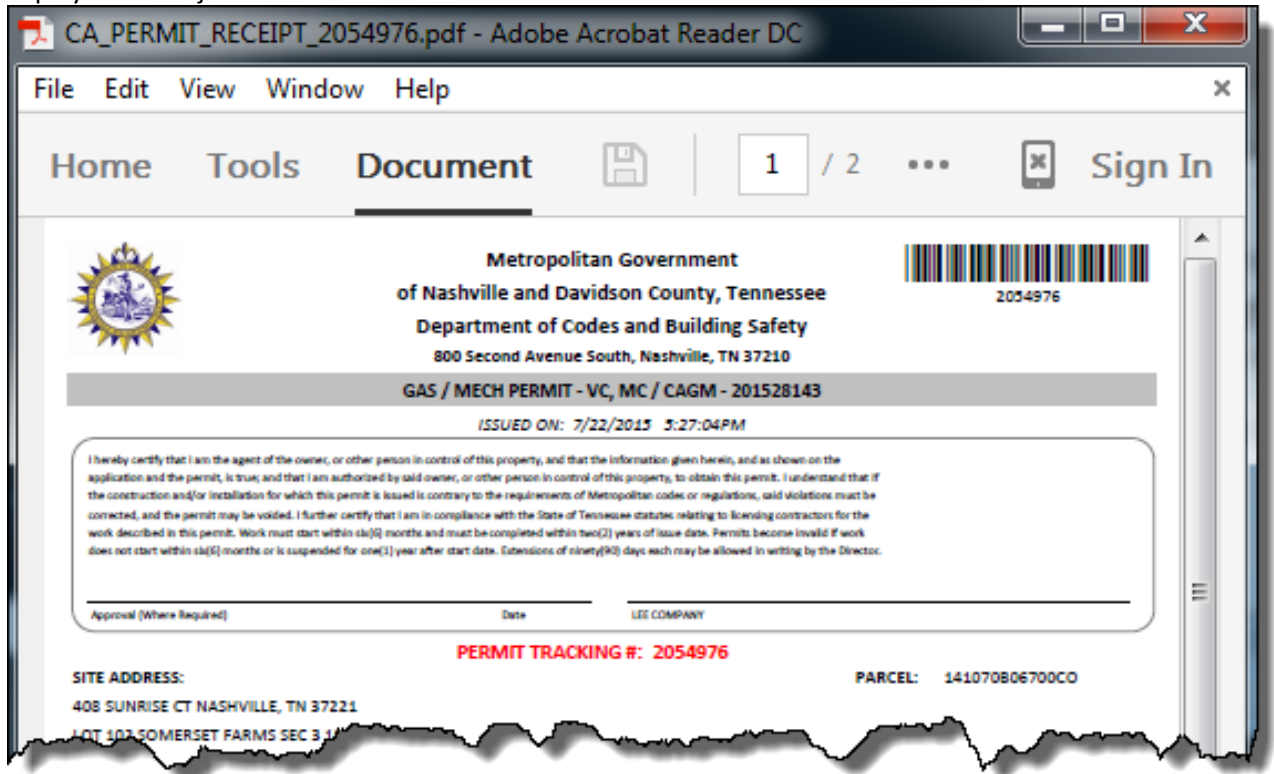
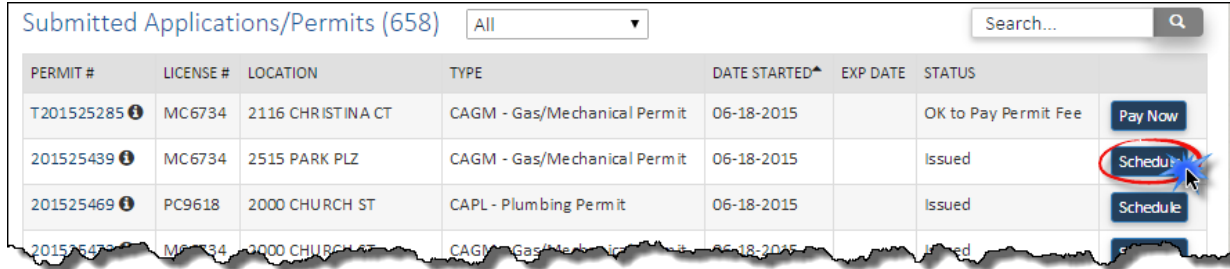**6.** To return back to the permit listing on the Home page, click on the button located in the top left corner
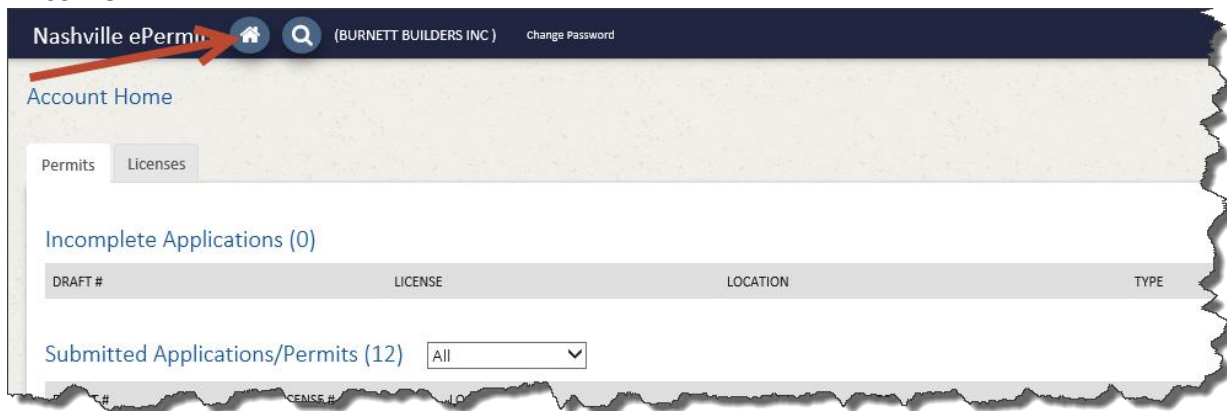
7. This permit will now appear in the system as issued and inspections may now be scheduled.

Inspection Scheduling

8. From the Home page, click on the Schedule button for the correct permit.

Submitted Applications/Permits (658)	All					Search...	
PERMIT #	LICENSE #	LOCATION	TYPE	DATE STARTED▲	EXP DATE	STATUS	
T201525285 ℹ	MC6734	2116 CHRISTINA CT	CAGM - Gas/Mechanical Permit	06-18-2015		OK to Pay Permit Fee	Pay Now
201525439 ℹ	MC6734	2515 PARK PLZ	CAGM - Gas/Mechanical Permit	06-18-2015		Issued	Schedule
201525469 ℹ	PC9618	2000 CHURCH ST	CAPL - Plumbing Permit	06-18-2015		Issued	Schedule
201525473 ℹ	MC6734	2000 CHURCH ST	CAGM - Gas/Mechanical Permit	06-18-2015		Issued	Schedule

9. The inspection form will appear. Select the inspection type desired and enter any comments, a contact name and phone number (if different from your contractor record with Metro). Pick a day for the inspection and click Schedule and the inspection request will be recorded.

Type: Gas / Mech Permit - Vc, Mc / Gas / Mech Permit
Permit: CAGM 201525439
Issued: 06-18-2015
Expires:

Contractor:

Address:

2515 PARK PLZ
NASHVILLE, TN 37203

✱ are required

Inspection Types ✱   ①
- ⦿ Gas Mechanical Rough In   ○ Gas Mechanical Progress
- ○ Gas Mechanical Final

Special Instructions / Comments
Come to the back of the building. [Do not enter security information here!]   ②

Contact Name ✱
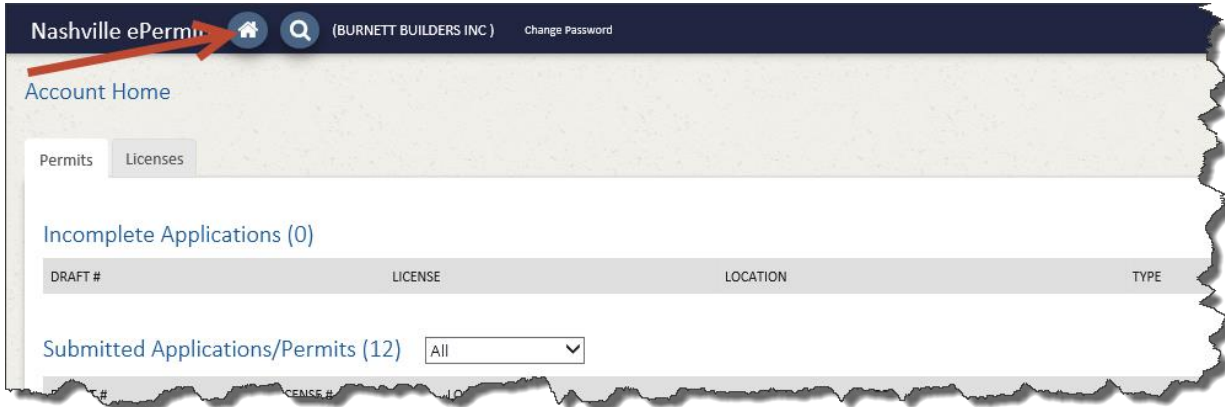Jesse James   ③

Contact Phone ✱
615-425-2000   ④

Date of Inspection ✱
07-23-2015   ⑤

Schedule   ⑥

Cancel

10. To return back to the permit listing on the Home page, click on the button located in the top left corner

11. If you review your permit in the list again, you will notice you can cancel the inspection or request another different inspection. Note that the system will not allow inspection cancellations the day of the scheduled inspection.