



CITY OF PERRIS

DEVELOPMENT SERVICES DEPARTMENT
BUILDING AND SAFETY DIVISION
135 N. "D" Street, Perris, CA 92570-2200
TEL: (951) 443-1029 FAX: (951) 943-3293

Permit Issuance Requirements

The following is a list of items that will be required by the Building Division staff at the time your permit is issued.

When a permit is taken out by....

A Licensed Contractor

- Contractor's State License Pocket Card
- Workers' Compensation Insurance Certificate (*Certificate does not have to be addressed to the City of Perris. We simply verify that it is in your company name and has not expired. The City of Perris does not keep Workers' Compensations Certificates on file, therefore, we must see your certificate each time you take out a permit.*)
- Current City of Perris Business License
- Permit Fees

The Property Owner

- City of Perris Owner/Builder Letter and Verification Form (*completed and signed by the owner of the property*)

An Agent for the Property Owner

- City of Perris Owner/Builder Letter and Verification Form (*completed and signed by the owner of the property or his/her agent, and,*
- City of Perris Release form (*completed and signed by the owner of the property*)

Some projects require additional information prior to issuance of the permit. If you are not sure of the requirements, you can ask one of our Building Division staff, which, if any, will be required for your project:

- School Fee Payment Certificate
- School Fee Exemption Certificate
- Health Department Approved Plans (*2 sets*)
- Special Inspection Meeting