



ADMINISTRATION: 21 Country Road • Village of Golf, FL 33436-5299 • (561) 732-0236 • FAX (561) 732-7024  
SECURITY: (561) 734-2918 • UTILITY DEPARTMENT: (561) 737-7995 • [www.villageofgolf.org](http://www.villageofgolf.org)

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## **MINOR CONSTRUCTION**

### **CHECKLIST TO SUBMIT PERMIT APPLICATION**

- Original Application Form – Palm Beach County Universal Building Permit Application
- Two sets of plans and/or two sets of NOA's
- Proof of Liability Insurance (with Village of Golf named)
- Proof of Workman's Comp Insurance (with Village of Golf named)
- State License
- Valid Business Tax Receipt from where business is located

### **DOCUMENTS TO BE RETURNED PRIOR TO PERMIT ISSUANCE**

- Notice of Commencement (if applicable)
- Signed Agreement Providing for Protection of Adjacent Properties (if applicable)
- Request for Entry
- Parking Plan (if applicable)
- Permit Fee Check