



## **Plumbing Permit Information for Homeowners, General Contractors, and Licensed Plumbing Contractors**

A letter of Intent for all plumbing installations needs to be included with all permit applications. This is in accordance with the Illinois Plumbing License Law.

The letter of intent must include the following information:

1. The name of the plumber and company name that is doing the plumbing installation at the specific address.
2. Plumbing license numbers (055 and 058). Copies of those licenses need to be attached.
3. Letter of Intent must be written or typed on the licensed plumber's business letterhead and include the corporate seal. If the contractor is not a corporation, then a notary seal is required.
4. Signature and date

**H**omeowners doing their own plumbing installation must also submit a Letter of Intent providing the following information:

1. That the plumbing work will be done by the homeowner.
2. That the homeowner currently lives at the specific address.
3. Sign and date

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