



STATE OF IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSES

P.O. BOX 83720-0063
Boise, Idaho 83720
(208)334-3950
dopl.idaho.gov
dbs.idaho.gov

APPLICATION FOR CONTRACTOR PERMIT

For quicker service, Permits and Inspections can be obtained Online, please go to DBS.IDAHO.GOV

DOPL use only

Table with 2 rows: P#, Date

Please fill out this application completely and submit with payment. If you have questions or need assistance completing the application please call the Division of Occupational and Professional Licenses. Please note: permit fees are non-refundable and non-transferable.

COMPANY NAME: LICENSE # :

MAILING ADDRESS:

CITY: STATE: ZIP:

PHONE:

EMAIL ADDRESS:

I would like the above information to be updated on my license record.

SELECT THE METHOD YOU WISH TO RECEIVE YOUR PERMIT:

(Please Circle One): EMAIL MAIL

DESCRIPTION OF WORK:

JOB SITE ADDRESS:

CITY: ZIP: COUNTY:

DIRECTIONS TO JOB SITE:

(If known) LOT: BLOCK: SUBDIVISION:

AN ADDITIONAL \$65 FEE MAY BE ASSESSED if the location is not clearly given either by directions or an attached map.

THIS PERMIT APPLICATION IS NOT AN INSPECTION REQUEST

Table with 3 columns: Payment methods, GRAND TOTAL FEES PAID\*, empty cell

\*Please use the worksheet on page 2 to determine the total fees and enter the amount to be paid here.

PUBLIC RECORDS NOTICE - Business information such as your company address and phone number is regarded as public information according to the Idaho Public Records Act.

DATE:

SIGNATURE: PRINTED NAME:



PLUMBING PERMIT WORKSHEET (FEE SCHEDULE)

This worksheet must accompany the Contractor/Homeowner Application. Use this worksheet to calculate the fees and transfer the grand total to the application.

RESIDENTIAL

Table with columns for plumbing services and fees. Rows include: New: Single Family Dwelling (with sub-categories for living space and systems like hydronic/fuel gas), New: Multi-Family Dwelling, Existing: (with checkboxes for residence, detached shop, gas line, hydronics), Sewer & Water, Modular/Manufactured/Mobile Homes, Lawn Sprinklers, Fire Sprinkler, Requested Inspection, Water Heater Replacement, Water Conditioning Equipment, and Plan Check.

COMMERCIAL/INDUSTRIAL

Table for Commercial/Industrial plumbing fees. Includes a paragraph about inspection fees and a calculation for the total cost of the plumbing system based on job value amount.

GRAND TOTAL: \$
Please transfer this fee to your application

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CREDIT CARD AUTHORIZATION FORM

Idaho Division of Occupational and Professional  
Licenses  
P.O. BOX 83720-0063  
BOISE, ID 83720  
Phone:(208)334-3950  
Email: customer-service@dopl.idaho.gov

Please email or mail all license applications, permit applications, fees, or forms to the Boise office.

I \_\_\_\_\_, authorize **The State of Idaho,**  
(Please Print Card Holders Name)

**Division of Occupational and Professional Licenses,** to charge my credit card account in the amount  
of \$\_\_\_\_\_.

This payment is for \_\_\_\_\_.  
(Individual/Company's name payment needs to be applied towards.)

- Elevator Fee** – State ID Number \_\_\_\_\_  **License Fee** – License Number \_\_\_\_\_
- Permit Number** \_\_\_\_\_  **Application:**  PERMIT  LICENSE
- NOV Case Number** \_\_\_\_\_  **Other** \_\_\_\_\_

\_\_\_\_\_  
Cardholder's Signature

\_\_\_\_\_  
Date

**All Fields Below Are Required**

- VISA  MASTERCARD  DISCOVER  AMERICAN EXPRESS

Debit Cards Accepted – Processed as a Credit

Credit Card Number: \_\_\_\_\_

Billing Address Zip Code: \_\_\_\_\_

Expiration Date: \_\_\_\_\_/\_\_\_\_\_

CVC # \_\_\_\_\_

(CVC: Card Verification Code) this is the 3digit code located on the back of your card

Contact Phone Number \_\_\_\_\_

**Please note there is an additional 3% charge for the use of your card through Access Idaho.**