**1.0 Contact Information (Public Works)**

***(Required – there are no system defaults)***

**Jurisdiction:**

**Submitted by:**

**Date:**

**Report Header Example:**



**Public Works Permit**

999-16-000056-PW

**Address Line 1:**

**Address Line 2:**

**City and Zip:**

**Primary Phone number:**

**Fax number:**

**Additional Phone 1:**        (OPTIONAL - please indicate what phone is for)

**Additional Phone 2:**        (OPTIONAL - please indicate what phone is for)

**Website address:**

**Email address:**        (this will appear on reports including permits, receipts, inspections, etc.)

**Signing Official:**

**Signing Official’s Title:**

**Comments:**