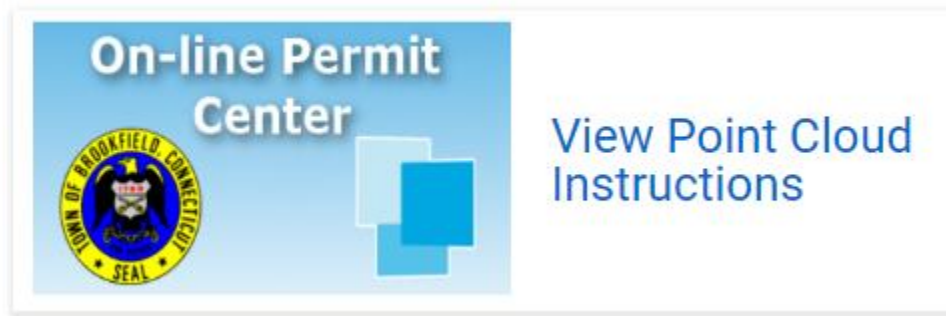
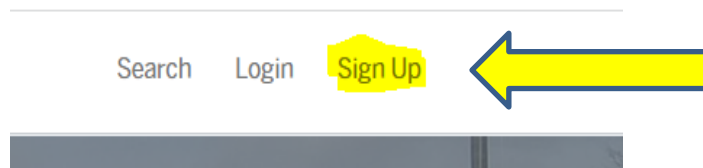


## HOW TO APPLY FOR AN ONLINE PERMIT

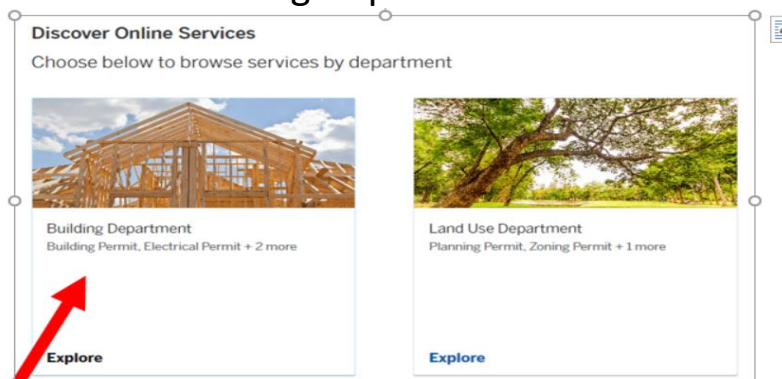
- Go To the Building Department website:  
<https://www.brookfieldct.gov/building-department>
- Click on “ONLINE PERMIT CENTER”



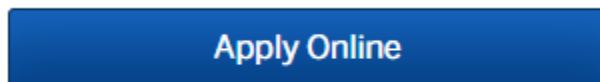
- Create an account with your email and a password or sign in with your existing password.



- Go to the Building Department



- Click Apply on line in the top right side of the screen



# HOW TO APPLY FOR AN ONLINE PERMIT

- Click on appropriate permit type IE: Building Permit, Electrical Permit, Plumbing Permit, or Mechanical Permit—See Screen Shot below

## Welcome to the Building Department!

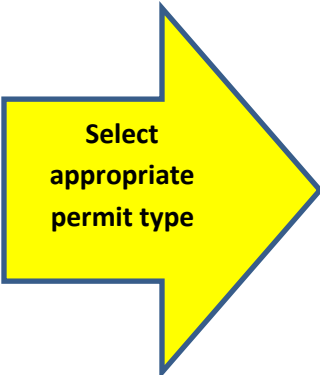
Please click on each category below for a quick list of items you may need a permit for. This list is incomplete and you should *contact the Building Dept. if you are unsure or if you do not know which category to use.* You may be asked to submit additional attachments at the end of these application(s). **Please see our [Downloadable Forms & Documents](#) for additional attachments.**

*Subcontractors, If you are signing onto a job, please contact the General Contractor and have them either give you "Guest Access" or have them add you onto the permit. Please be sure to give them a letter of authorization authorizing them to add you to the permit.\*\**

*\*\*As per State Statute § 20-338b, you cannot use somebody else's license on a permit unless you have their written permission to do so.*

Apply Online

Building Permit	Select
Electrical Permit	Select
Mechanical Permit	Select
Plumbing Permit	Select



Select appropriate permit type

- Verify the Owner and Applicant Information
- Go to “PERMIT INFO” and click on the drop down boxes with the appropriate information. *Only a small portion of the permit info is displayed here:*
- Follow the prompts.

[Building Department](#) / [Mechanical Permit](#)

## Mechanical Permit



Apply Online

# HOW TO APPLY FOR AN ONLINE PERMIT

## Permit Info

Storm Damage? \*

Select your option

Occupancy Type \*

Select your option

Permit For \*

Select your option



Work Description \* ?

Give a full description of the work

Project Cost \* ?

This is labor plus materials

- *Continue to Follow the prompts*
- *At the end you may be required to upload documents such as zoning information, workers compensation, construction plans etc.*