



**STATE OF ARIZONA
DEPARTMENT OF HOUSING**
1110 WEST WASHINGTON ST, SUITE 280
PHOENIX, ARIZONA 85007
Office: (602) 771-1000

PLAN REVIEW AND APPROVAL APPLICATION
NEW APPLICATION EFFECTIVE MARCH 2018

CONTRACTOR, INSTALLER, OTHER: <i>(Complete section below)</i>	MANUFACTURERS ONLY: <i>(Complete section below)</i>
<input type="checkbox"/> Accessory Structure <input type="checkbox"/> Flood Plain <input type="checkbox"/> Factory Built Building Installation Occupancy Type: _____ Building Size (Box): _____ Utilities <i>(Check all that apply)</i> : <input type="checkbox"/> Water <input type="checkbox"/> Sewer <input type="checkbox"/> Electric <input type="checkbox"/> Gas AZ manufacturer issued insignia number(s): _____ <input type="checkbox"/> Supplement Plan Original AZ Plan Approval Number: _____	<input type="checkbox"/> Factory Built Building <i>(New construction)</i> <input type="checkbox"/> Factory Built Building Reconstruction <input type="checkbox"/> Compliance Control Manual <input type="checkbox"/> Design Structural Package <input type="checkbox"/> Factory Built Building Package* <i>(Includes building plans and site installation information)</i> License No.: _____ License Type: _____ <input type="checkbox"/> Supplement Plan Original AZ Plan Approval Number: _____
Applicant's Name <i>(Contractor, Installer, Manufacturer, or Other)</i> Mailing & Shipping Address Telephone Number	
Contact Name & E-mail Address	
Installation Site Address <i>(Exceptions: Compliance Control Manual, Structural Package, or Typical Plan)</i>	
<small>INCLUDE SELF ADDRESSED STAMPED PACKAGE, OR MEANS OF RETURN DELIVERY IF UNABLE TO RETRIEVE APPROVED PLANS FROM THE OFFICE</small>	

Submit minimum two (2) copies of this application, documents / plans for review and the following fees**:	
Document / Plan review fee (includes one hour of plan review)	\$150.00
*Factory Built Building Package (includes two hours of plan review) Manufacturers Only	\$269.00
Document / Plan Review fee per each additional hour as necessary	\$119.00

SECTION BELOW FOR OFFICE USE ONLY	
RECEIPTING	APPROVAL STAMP
Submittal fee	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> PLAN LOG #
Less Fee Received	
Check No.	
Receipt No.	
Additional Hours	
() x \$ / Hour	
Copies Printed	
() x \$0.50 each	
Balance Fee Owed	
Check No.	
Receipt No.	

Make checks payable to: **ARIZONA DEPARTMENT OF HOUSING