



Bryce A. Stuart Municipal Building
Suite 328, 100 East First Street
Winston-Salem, NC 27101
P.O. Box 2511
Winston-Salem, NC 27102-2511

Email: askinspect@cityofws.org
Phone: (336) 727-2624

INSTALLATION BY PROPERTY OWNER (MECHANICAL) AFFIDAVIT

I hereby claim an exemption under G.S. 87-21(c) and I further understand that I am being issued a permit to install HVAC in my own structure under the following conditions.

- 1. I own the structure and I am going to occupy it myself, it will not be rented or used by others. I understand I am required to occupy this structure for 12 months after the work is complete.**
- 2. I understand this permit is only for me to do the work myself. I understand that it is a violation of state law for another person to do the work either for free or pay.**
- 3. I understand the principles of HVAC work, I have had experience in HVAC and I am qualified to do a safe job in accordance with the NC Mechanical Code, NC Fuel Gas Code, and NC Energy Conservation Code.**
- 4. I understand the mechanical inspector will not design or lay out the job for me.**
- 5. I further understand that if the job is turned down two (2) times as not meeting the Mechanical Code or if it is determined that the work has been or is being done by another individual, the permit will be placed on stopwork status and a licensed contractor will be required to permit and complete the job.**
- 6. Further, I understand that I will be charged extra trip charges for any extra trips that are required. An extra trip is defined as a trip in excess of the normal number of trips to inspect a job plus one to inspect corrections.**

Signature _____

Address of Job _____

Date _____

THE STATE OF NORTH CAROLINA
COUNTY OF _____

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing documents.

_____ (name of individual whose acknowledgement is being taken)
personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this _____ day of _____, 20____.

Notary Public Signature _____

Notary Public Print _____

My commission expires _____