

TOWN OF RICHMOND  
WINDOW REPLACEMENT  
PERMIT APPLICATION

Date: \_\_\_\_\_

Site Address: \_\_\_\_\_

Property Use: \_\_\_\_\_

Zone: \_\_\_\_\_ Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone #: \_\_\_\_\_

---

**PROJECT DESCRIPTION:**

Number of windows to be replaced: \_\_\_\_\_

Are any of the windows being replaced Egress Windows? YES/NO

What are the dimensional changes to window opening?

\_\_\_\_\_  
\_\_\_\_\_

I HERBY CERTIFY THAT THE INFORMATION IN THIS APPLICATION IS COMPLETE AND CORRECT AND I AGREE TO COMPLY WITH ALL TOWN ORDINANCES AND LAWS APPLICABLE TO THIS PROJECT AND I AM OR LEGALLY REPRESENT THE OWNER OF THE SUBJECT PROPERTY FOR THE PURPOSE OF THIS PERMIT.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

---

FOR OFFICE USE ONLY

Permit Number: \_\_\_\_\_

FEE: \$20.00

APPROVED/ DISAPPROVED; CEO SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_