OREGON CITY

Community Development – Building

695 Warner Parrott Rd | Oregon City OR 97045
Ph (503) 722-3789 | Fax (503) 722-3880

COMMERCIAL MECHANICAL AFFIDAVIT FOR ALTERATIONS OR TENANT IMPROVEMENTS

(Without Plans)

Submittal of TYPED form by Fax, Email (permits@orcity.org) or Over the Counter

PROJECT INFORMATION			
Project Name:	**Permit # BM-**		**Date:**
Project Address:			**Oregon City, OR 97045**
Scope of Work:			
Contact Person:	**Company:**		
Phone:	**Fax:**		
Email:			
Address:	**City:**	**State:**	**ZIP:**

I, _____, Oregon Construction Contractors Board No. _____, certify the following is true and reasonably defines the scope of work for this project:

1. All work is limited to one or more of the following:
    - Bathroom exhaust fan installations and/or replacements.
    - Commercial kitchen exhaust fan replacements. (Fan Unit Only)
    - Other ventilation fans with exhaust ducting installations. (Limit 1) (No Type I grease hoods)
    - Gas piping alterations. (Which do not increase the existing systems overall BTU/input demand)
    - Ceiling diffuser relocations and minor duct extensions. (Duct extension limit 2, not to exceed 12ft ea.)
    - Re-connection of a roof-top unit(s) less than 400 lbs. for re-roofs (same unit).
2. The proposed work does not penetrate or is not located within any fire resistive assemblies.
3. The proposed work does not require seismic bracing.
4. The proposed work does not require structural calculations.
5. The installation shall comply with the current adopted edition of the Oregon Mechanical Specialty Code.
6. The proposed work shall not be concealed until inspected or approved.

In addition, I understand the following is required:

- **A sketch attached to this document showing the area of work within the building's structure, and**
- **A copy of this document shall be available for all inspections.**
- **A completed Mechanical Permit application.**

Signature: _____ **Date:** _____