



CITY OF BOSTON
INSPECTIONAL SERVICES DEPARTMENT

SHEET METAL PERMIT APPLICATION

Date: _____

Permit #: _____ Fee \$ _____

Estimated Cost of Work: \$ _____

Plans Submitted: Y _____ N _____

Plans Reviewed: Y _____ N _____

Business License # _____

Applicant License #: _____

Business Information:

Property Owner/Job Location Information:

Name: _____

Name: _____

Address: _____

Address: _____

City/Town: _____

City/Town: _____ WD: _____

Telephone #: _____

Telephone #: _____

Photo I.D required/Copy of Photo I.D attached: Y__ N__ ISD Staff Initials: _____

J-1/ M-1; unrestricted license

J-2/M-2; restricted to dwellings 3 stories or less & commercial buildings up to 10,000 s f/ 2 stories or less

Residential: 1-2 Family _____ Multi-family _____ Condo/Townhouses _____ Other _____

Commercial: Office _____ Retail _____ Industrial _____ Educational _____

Linear Footage under 200 lin ft _____ over 200 lin ft _____ Total lin ft _____

OR

Square Footage under 200 sq ft _____ over 200 sq ft _____ Total sq ft _____

Sheet metal work to be completed: New Work: _____ Renovation: _____

HVAC _____ Metal Watershed Roofing _____ Kitchen Exhaust System _____

Metal Chimneys/Vents _____ Air Balancing _____

Please provide a detailed description of the work to be done: _____

INSURANCE COVERAGE

I have a current liability insurance policy or its equivalent which meets the requirements of M.G.L. Ch 112. Y N

If you checked YES, indicate the type of coverage by checking the appropriate box below:

A liability insurance policy Other type of indemnity Bond

OWNER’S INSURANCE WAIVER: I am aware that the licensee does not have the insurance coverage required by M.G.L. Ch 112, and that my signature on this permit application waives this requirement.

Signature of Owner or Owner’s Agent

Check One Only:
Owner: Agent:

By checking this box, I hereby certify that all of the details and information I have submitted (or entered) regarding this application are true and accurate to the best of my knowledge and that all sheet metal work and installations performed under the permit issued for this application will be in compliance with all pertinent provisions of the Massachusetts State Building Code and Chapter 112 of the Massachusetts General Laws. Check @ www.mass.gov/dpl

Duct inspection required prior to insulation installation YES NO

Progress Inspections

<u>Date</u>	<u>Comments</u>
___/___/___	_____
___/___/___	_____
___/___/___	_____

Final Inspection

<u>Date</u>	<u>Comments</u>
___/___/___	_____

Approved by Inspector: _____ Date: _____

By: _____ Title: _____ City/Town: _____ Permit #: _____ Fee: \$ _____	<u>Type of License:</u> <input type="checkbox"/> Master-Unrestricted <input type="checkbox"/> Journey-Unrestricted <input type="checkbox"/> Master-Restricted <input type="checkbox"/> Journey-Restricted License #: _____ Signed: _____
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Linear Feet	Fee	Linear Feet	Fee
1-200	\$45	7001-7200	\$920
201-400	\$70	7201-7400	\$945
401-600	\$95	7401-7600	\$970
601-800	\$120	7601-7800	\$995
801-1000	\$145	7801-8000	\$1,020
1001-1200	\$170	8001-8200	\$1,045
1201-1400	\$195	8201-8400	\$1,070
1401-1600	\$220	8401-8600	\$1,095
1601-1800	\$245	8601-8800	\$1,120
1801-2000	\$270	8801-9000	\$1,145
2001-2200	\$295	9001-9200	\$1,170
2201-2400	\$320	9201-9400	\$1,195
2401-2600	\$345	9401-9600	\$1,220
2601-2800	\$370	9601-9800	\$1,245
2801-3000	\$395	9801-10000	\$1,270
3001-3200	\$420	10001-10200	\$1,295
3201-3400	\$445	10201-10400	\$1,320
3401-3600	\$470	10401-10600	\$1,345
3601-3800	\$495	10601-10800	\$1,370
3801-4000	\$520	10801-11000	\$1,395
4001-4200	\$545	11001-11200	\$1,420
4201-4400	\$570	11201-11400	\$1,445
4401-4600	\$595	11401-11600	\$1,470
4601-4800	\$620	11601-11800	\$1,495
4801-5000	\$645	11801-12000	\$1,520
5001-5200	\$670	12001-12200	\$1,545
5201-5400	\$695	12201-12400	\$1,570
5401-5600	\$720	12401-12600	\$1,595
5601-5800	\$745	12601-12800	\$1,620
5801-6000	\$770	12801-13000	\$1,645
6001-6200	\$795	13001-13200	\$1,670
6201-6400	\$820	13201-13400	\$1,695
6401-6600	\$845	13401-13600	\$1,720
6601-6800	\$870	13601-13800	\$1,745
6801-7000	\$895	13801-14000	\$1,770



Boston Inspectional Services Department

Mayor Martin J. Walsh

Permit Application Submission Instructions

Applicants seeking to obtain a sprinkler, sheet metal and trench permit must fill out the required documents and request an appointment with Permit Division's administrative support staff for processing. The Permit Division is accepting visits by appointment only (Monday-Friday, 9am-12pm).

Follow these guidelines when submitting your Sheet Metal Permit

1. Complete pages 1-2
2. Draft a [Covid-19 Safety Plan](#)
3. Complete the [Covid-19 Affidavit](#)
4. Email pages 1-2, Covid-19 Safety & Affidavit Plan and insurance policy (if applicable) to isdpermits@boston.gov
5. Upon receipt of all necessary documents we will schedule an appointment to collect the payment and issue the permit
6. Prior to your appointment make sure all required licenses are current
7. Bring all required docs and licenses to your appointment
8. Arrive at your appointment on time
9. Upon arrival check in at the security desk