

**TOWN OF NEWTOWN BUILDING DEPARTMENT**  
**RESIDENTIAL ROOFTOP SOLAR PERMIT APPLICATION**

Permit No.:

Receipt No.:

Date Issued:

Property Location Street Address for Rooftop Solar Installation:

**OWNER/APPLICANT AND/OR APPLICANT, COMPLETE OWNER'S CONTACT INFORMATION BELOW**

Owner's Name as it Appears in Land Records:

Owner's Email Address:

Owner's Phone Number:

Owner's Street Address:

Town/City:

State:

Zip Code:

Home Phone Number:

Work Phone Number:

Fax Number:

**IF NOT THE OWNER, APPLICANT'S CONTACT INFORMATION**

Name of Applicant and/or Agent for the Owner:

Email Address of Applicant and/or Agent for the Owner:

Address:

Town/City:

State:

Zip Code:

Home Phone Number:

Work Phone Number:

Fax Number:

**SOLAR CONTRACTOR INFORMATION**

Solar Contractor Name:

Email Address For Solar Contractor:

Address:

Contact Phone Number:

Town/City:

State:

Zip Code:

Solar Company Home Improvement Contractor License Number:

Expiration Date:

**ELECTRICAL CONTRACTOR INFORMATION**

Electrical Contractor Name

Email Address For Electrical Contractor:

Address:

Contact Phone Number:

Town/City:

State:

Zip Code:

Electrical Contractor ELC. License Number

Expiration Date:

**SOLAR SYSTEM COST & INSTALLATION:**

(ABOVE TO INCLUDE TOTAL ELECTRICAL COST) \$

BUD # Call 1-800-922-4455  
If you are doing ANY digging.

**DESCRIPTION OF WORK:** *Submit (2) copies of rooftop solar system building plans along with (1) copy of solar system technical specifications, the engineered letter, and a copy of the signed contract with property owner.*

Signature of Applicant:

Date Signed:

CRS # \_\_\_\_\_

Was work done without a permit? YES or NO

**Letter of Authorization – Contractor to Sign:** Contractor giving authorization to the Homeowner/Property Owner permission to pull a permit using his/her State of Connecticut, Home Improvement Contractor's License.

Newtown Building Department  
3 Primrose Street  
Newtown, CT 06470

To the Town of Newtown Chief Building Official:

I \_\_\_\_\_, give \_\_\_\_\_ permission to obtain  
a/an \_\_\_\_\_ permit using my Contractor's License for work to be done  
at property location: \_\_\_\_\_.

Sincerely,

Date:

\_\_\_\_\_

\_\_\_\_\_

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**Letter of Authorization – Homeowner/Property Owner to Sign:** Homeowner/Property Owner giving authorization to the Contractor permission to pull a permit at the Homeowner's/Property Owner's address of where the permit scope of work will be performed.

Newtown Building Department  
3 Primrose Street  
Newtown, CT 06470

To the Town of Newtown Chief Building Official:

I \_\_\_\_\_, give \_\_\_\_\_ permission  
to obtain a building permit for a/an \_\_\_\_\_ permit at my property  
location of: \_\_\_\_\_.

Sincerely,

Date:

\_\_\_\_\_

\_\_\_\_\_