



# RE-ROOF PERMIT APPLICATION

City of Liberty Community Development Department  
1829 Sam Houston  
Liberty, Texas 77575  
Phone: 936-336-3684  
Fax: 936-336-9846  
Email: [permits@cityofliberty.org](mailto:permits@cityofliberty.org)

Date: \_\_\_\_\_  
Permit Number: \_\_\_\_\_  
(Assigned by Permit Office)

All contractors **must** first register with the City of Liberty by completing a Contractor Registration Form  
**Applicable codes:** 2021 International Building Code (IBC); 2021 International Residential Code (IRC)  
This Permit must be posted at the job site

Physical Address of Project: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Tenant's Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Engineer: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Architect: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contractor: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contractor Contact: \_\_\_\_\_ E-Mail: \_\_\_\_\_

COMMERCIAL; PERMIT  
FEE = \$125.00

RESIDENTIAL;  
PERMIT FEE = \$75.00

<b>DESCRIBE WORK BEING DONE</b> _____
_____
_____

**NOTICE:**

Separate permits are required for electrical, plumbing and HVAC. This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is abandoned for a period of 6 months at any time after work is commenced. All provisions of laws, codes and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel authority to violate or cancel the provisions of any other state or local law relating to construction, nor does it give authorization or approval to encroach on any easement or property or violate any deed restrictions. The City of Liberty shall never be liable for any damage or loss by reason of the issuance hereof. Each holder and other persons acting under authority of this permit are personally responsible for compliance with all the above provisions. Furthermore, it is the responsibility of each roofing contractor to supervise the crews to ensure the proper installation of all materials including, but not limited to, underlayment, fasteners, flashings and sealings. I, as the authorized agent of the owner, will allow the City Manager or his authorized agent access to perform inspections during normal working hours.

**\*All permit fees must be paid before any work can begin.**

PLEASE NOTE:

**\*\* Property Owner or Authorized Agent must sign the RE-Roof Permit Application.**

I hereby certify that I have read and examined this application and know the same to be true and correct.

Applicant / Contractor (print)

Applicant / Contractor (signature)