



Roof Checklist

- A complete Roof permit application – Signatures must be notarized
- Contractor's License and Insurance information – all licenses and insurance must be current and active
- Roofing Package – Residential/Commercial
- Owner/Builder permit requires proof of ownership, per Miami-Dade County Sec.10-5
- Signed Owner/Builder Permit Affidavit (if applicable)
- Two (2) complete sets of NOA (Dade County Products Approval)
- Asbestos Survey required for Commercial projects
- Owner/Builder can only apply for shingle roof permits
- Notice of Commencement for jobs over \$2500 (Required to be on site by the first inspection)