



City of North Miami Beach, Florida

BUILDING DEPARTMENT

WALK-THRU CHECK LIST

Monday through Friday - must sign in between 8 A.M. and 9 A.M.

WATER HEATER CHANGEOUT

All the following must be provided and up to date for Walk-Thru:

- ____ 1. Application signed and notarized.
- ____ 2. Owners Affidavit signed and notarized
- ____ 3. Contractor License, Occupational License, Liability Insurance and Workman's Comp.
OR
Owner Builder - Owner / Contractor Affidavit and copy of Drivers License (*owner must be present for walk-thru on owner builder permit*)
- ____ 4. Signed Contract indicating cost of project. (Signed by both parties – cost to include material and labor.)

* Condominium Approval Form required where applicable.