



P.O. Box 2475, Surf City, NC 28445
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PERMIT: _____

DATE: _____

FEE: _____

MUST CONTACT POLICE DEPT

MOVING PERMIT

PROJECT LOCATION: _____

STRUCTURE TO BE RE-LOCATED:

- OUTSIDE
- INSIDE SURF CITY _____

(SITE PLAN REQUIRED)

PROPERTY OWNER: _____ PHONE# _____

ADDRESS: _____

STRUCTURE OWNER: _____ PHONE# _____

ADDRESS: _____

CONTRACTOR/MOVER: _____ PHONE# _____

ADDRESS: _____

DESCRIPTION OF WORK: _____

WHEN STRUCTURE WILL BE MOVED: _____

I UNDERSTAND THAT A \$500 GUARANTEE IS REQUIRED & WILL BE DEPOSITED INTO THE TOWN'S ACCOUNT TO ASSURE THAT THE LOT IS CLEARED OF ALL DEBRIS AND WATER/SEWER CONNECTIONS ARE PROPERLY CAPPED OFF AT THE RIGHT OF WAY. (WATER/SEWER LINES TO BE CHECKED BY THE PUBLIC WORKS DEPARTMENT.) THE GUARANTEE WILL BE REFUNDED, LESS ANY COSTS INCURRED BY THE TOWN TO OBTAIN COMPLIANCE AND LESS ANY OUTSTANDING TAXES AND/OR WATER AND SEWER BILLS, WITHIN 30 DAYS AFTER FINAL INSPECTION.



SIGNATURE OF APPLICANT: _____

PRINT NAME: _____ DATE: _____

Staff Use Only

POLICE DEPT. APPROVAL: _____ DATE: _____

COMMUNITY DEVELOPMENT APPROVAL: _____ DATE: _____

Method of Payment: Personal Check # _____ Cash Cashier's Check # _____

FINAL INSPECTION

PUBLIC WORKS: _____ DATE: _____

COMMUNITY DEVELOPMENT: _____ DATE: _____

DATE SENT TO FINANCE DEPARTMENT FOR REFUND: _____

PLEASE MAKE SURE ALL TAXES ARE PAID BEFORE STRUCTURE IS REMOVED FROM PROPERTY. YOU MUST OBTAIN A PERMIT FROM SURF CITY POLICE DEPARTMENT AND GIVE A 48 HOUR NOTICE.