



**CITY OF ELMHURST**  
**209 NORTH YORK STREET**  
**ELMHURST, ILLINOIS 60126-2759**  
 (630) 530-3000  
 www.elmhurst.org

**SCOTT M. LEVIN**  
 MAYOR  
**JACKIE HADDAD-TAMER**  
 CITY CLERK  
**DAN CURRAN**  
 CITY TREASURER  
**JAMES A. GRABOWSKI**  
 CITY MANAGER

**HOMEOWNER AFFIDAVIT FOR BUILDING PERMIT APPLICATION**

PERMIT # \_\_\_\_\_

JOB ADDRESS: \_\_\_\_\_

OWNER ADDRESS: \_\_\_\_\_

OWNER PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

HOMEOWNER WILL BE DOING:

\_\_\_\_\_ ALL PERMITTED WORK

\_\_\_\_\_ ALL PERMITTED WORK WITH THE EXCEPTION OF: \_\_\_\_\_

Homeowners who obtain their own building permits to perform work themselves without contractors assume various significant obligations and responsibilities to comply with adopted City Codes. If you have any specific minimum code or inspection questions regarding your obligations and responsibilities under a Building Permit issued to you as a homeowner, please contact the Community Development Department at (630)530-3030.

In applying for a Building Permit, the property owner signing below hereby acknowledges that they will assume the responsibility as their own general contractor and that they agree to the following:

- All work shall comply with all the applicable Building Codes, ordinances, rules and regulations and shall be inspected as required by the Municipal Code of Ordinances.
- A valid Illinois Driver’s License/ID will be required for verification.
- The homeowner swears that as the homeowner they are performing all work themselves unless otherwise noted above. No sub-contractors will be used unless otherwise noted above.
- Filing a false statement with the Community Development Department may cause your permit to be revoked.

In addition, per the Illinois Plumbing License Law 225 ILCS 320/3, if homeowner is choosing to do the work themselves, please be aware that no one other than the owner occupant or lessee occupant shall plan, design or install plumbing systems. A person shall be considered an “occupant” if and only if he or she has taken possession of and is living in the premises as his or her bona fide sole and exclusive residence, or, in the case of an owner of a single family residence under construction for his or her occupancy, he or she expects to take possession of and live in the premises as his or her bona fide sole and exclusive residence, and he or she has a current intention to live in such premises as his or her bona fide sole and exclusive residence for a period of not less than 6 months after the completion of the plumbing work performed pursuant to the authorization of this subsection, or, in the case of an owner of a single family residence under construction for his or her occupancy, for a period of not less than 6 months after the completion of construction of the residence. Failure to possess and live in the premises as a sole and exclusive residence for a period of 6 months or more shall create a rebuttable presumption of a lack of such intention.

\_\_\_\_\_  
 PRINTED NAME OF HOMEOWNER

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 SIGNATURE OF HOMEOWNER