



TOTAL \$

Building Department
TOWN OF EAST HAMPTON

300 Pantigo Place – Suite 104
East Hampton, New York 11937

Building Inspector's Office

Phone: (631) 324-4145
Fax: (631) 329-5739

DATE: _____

PLEASE NOTE: THE FEE FOR COPIES IS 25 CENTS PER PAGE. PLEASE ALLOW A MINIMUM OF THREE (3) BUSINESS DAYS FOR THE PROCESSING OF YOUR REQUEST. THANK YOU.

PLEASE RESEARCH THE FOLLOWING PARCEL:

SCTM # 300- _____

HOME OWNER (S) _____

PROPERTY ADDRESS _____

DOCUMENTS REQUESTED (PLEASE CHECK):

FINAL SURVEY _____

SURVEY SHOWING WELL & SEPTIC LOCATIONS _____

PROPERTY CARD (HISTORY OF PARCEL) _____

CERTIFICATE OF OCCUPANCY (S) _____

OPEN BUILDING PERMIT (S) _____

LETTER OF ELIGIBILITY FOR VACANT LAND (BUILDABILITY) _____

PULL PLANS TO VIEW ONLY _____

PULL PLANS TO EMAIL (**WITH LETTER FROM PROPERTY OWNER ONLY**) _____

UPON COMPLETION OF THIS REQUEST PLEASE CONTACT:
(PLEASE PRINT CLEARLY)

PRINT NAME (First and Last): _____ PHONE #: _____

PLEASE E-MAIL TO: _____

NOTES:
