



Building and Safety Division/Permit Application Center
City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513
503-588-6256 * eplans@cityofsalem.net

ACCREDITED
Building Department

If you need the following translated in Spanish, please call 503-588-6256.
Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Permit expiration

Permit applicants are required to request and receive all required inspections pertaining to their permits as outlined in Oregon Administrative Rule (OAR) Chapter 918 and Oregon Revised Statute (ORS) 455. Permits issued by the City of Salem under the provisions of these rules shall expire and become null and void if the work authorized by the permit is:

- (A) Not started within 180 days from the date of permit issuance; or
- (B) Suspended or abandoned for a period of 180 days after the work is started.

In order to avoid a permit expiration or additional fees, you must do one of the following:

- (A) Request an inspection showing construction progress at intervals not exceeding 180 days; or
- (B) Request, in writing, an extension within 180 days of receipt of your permit or previous inspection.

The written request must demonstrate justifiable cause, and will be granted depending on circumstances.

Permit Information

| | |
|-------------------------------------|--|
| Permit # | |
| Project address | |
| Contact name | |
| Contact daytime phone number | |
| Contact Email Address | |
| Reason for extension | |

Terms and conditions

Correct information: I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form. I agree (initials): _____

Print Name: _____ **Date:** _____

For office use only

| | | |
|---|-------|--------|
| Signature of Building Official granting permit extension: | Date: | Notes: |
| | | |

Not using Internet Explorer?
Save the file to your computer and email to eplans@cityofsalem.net.