



CITY OF PENDLETON

500 SW Dorion Avenue
Pendleton, OR 97801
(541) 966-0203
FAX (541) 966-0251

Date: _____
Staff: _____

ENGINEERING APPLICATION

Name of project: _____

Applicant: _____ Company: _____ Phone No.: _____
(Name, Title)

Applicant address: _____

List people applicable to project (owner, developer, president of corporation, architect/engineer, contractor, etc):

1) Name: _____ Title: _____ Main project contact
Company: _____
Address: _____ Phone No.: _____

2) Name: _____ Title: _____ Main project contact
Company: _____
Address: _____ Phone No.: _____

3) Name: _____ Title: _____ Main project contact
Company: _____
Address: _____ Phone No.: _____

4) Name: _____ Title: _____ Main project contact
Company: _____
Address: _____ Phone No.: _____

BILLING INFORMATION:

Name: _____
Address: _____ Phone No.: _____

Scope/purpose of project: _____ Valuation: _____

Project location:

Map: _____ Tax Lot: _____ Zone: _____ Present use: _____

Are there any ongoing/previous planning actions associated with this project and if so, what are they?

Planning File No.: _____	Completion Date: _____	Planning File No.: _____	Completion Date: _____
Planning File No.: _____	Completion Date: _____	Planning File No.: _____	Completion Date: _____

Applicant's signature

Date

FOR OFFICE USE ONLY

Calculation of Deposit

Engineering Project No.: _____

Estimated Construction Cost

Less than \$30,000
\$30,000 - \$80,000
More than \$80,000

Deposit (% of estimated construction cost)

2 %
1 ½ %
1 %

Calculation of deposit: _____

Amount of estimated deposit: _____ Date: _____ Initials: _____

DEPOSITS RECEIVED

Date	Amt. Paid	Receipt No.	Initials	Comments/Deposits received (attach copy of receipt and check):
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REVISIONS/SUBMITTALS

Date	In/Out (Initials)	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SEND COPY OF RECEIPT FOR DEPOSIT AND APPLICATION TO FINANCE DEPARTMENT AND TO CITY ENGINEER