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**Building &
Permitting
Services**

Door and /or window replacement - Permit application and submittal guidelines

All the following documentation and/or information should be uploaded to the Self-Service Portal when applying for a Window/Door Permit.

The required forms can be downloaded from the [FORMS and RESOURCES](#) area on the Building and Permitting Department webpage.

1. A completed Building Permit Application.
2. A Notice of Commencement if costs exceed \$5000.00 if applicable.
4. A letter from the property owner giving permission to perform the work for non-residential properties.
5. An Owner/Builder Statement if the permit is issued to the property owner.
6. A copy of the Florida Product Approval # or Miami-Dade notice of acceptance information (where applicable), and the manufacturer specifications and installation guidelines.
7. A survey, site plan, or floor plan showing the location of all doors or windows to be replaced.