

CITY OF FORT LAUDERDALE

BUILDING DEPARTMENT
700 NW 19TH AVENUE
FORT LAUDERDALE, FL 33311
954-828-6520

FORMS NEEDED FOR SHUTTER PERMIT

*****USE BLACK INK ONLY ON ALL FORMS*****

- Permit Application
- Owner Builder Affidavit – if homeowner is acting as contractor (owner must provide proof of residency at job address and this affidavit must be signed before a Notary Public **at the Building Department**)
- 2 original recorded Notices of Commencement if the job cost is over \$2,500.00 (filed at Broward County Governmental Center, Room 114, 115 South Andrews Avenue, Fort Lauderdale, FL)
- 2 drawings showing size and location(s) of shutter(s)
- 2 completed wind load calculation forms
- 2 copies of Miami-Dade County Notice of Acceptance (product approvals) obtained from point of purchase (please circle appropriate information instead of highlighting)