

**If you are paying for your permit by *American Express, Discover, MasterCard or Visa*,
you may fax your application.**

The credit card information section must be filled in and signed.

Our FAX number is 651-266-9124. If paying by check, please mail application and check to us.

*Effective April 3, 2021, a 2.49% service fee will be charged for all credit or debit card transactions and will appear as a separate transaction on your card statement. This fee is charged by the service provider the Department of Safety and Inspections uses to handle credit card transactions. The City will not receive any of the service fees. If paying online, applicants will also have the option to pay by e-check. There is no service fee for this payment type.

Effective: 02/05/2022

INSTRUCTIONS FOR FEE CALCULATION

New construction, repairs and modernization of existing devices:

One and one-half percent (.015 times) of the total valuation of the work with a minimum fee of \$140.00.

The State surcharge is based on the valuation of the job:

\$1.00 to \$1000.00 is a 50¢ surcharge.

\$1001.00 and up is .0005 times the value of the job.

ALL WORK MUST COMPLY WITH THE LATEST ADDITION OF A18.1, A17.1, A17.3 AND THE MINNESOTA STATE CODE SECTIONS 1307 AND 1341.

**** Limited Use / Limited Access or Accessibility Lift ****

Prior approval is required for installation.

Contact the Elevator Inspector between 7:30- 9:00 a.m. at 651-266-9012.

If you have any questions, please call the field inspector, 651-266-9012. Field Inspectors Office Hours are 7:30 to 9:00 a.m., Monday through Friday.

Permit Fee Information: 651-266-8989.

Visit our Web Site at www.stpaul.gov/dsi