



**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 01/09/2016

## **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 \$129.00.**

**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 651-266-9010.**

**If you have any questions, please call the field inspector, 651-266-9010. 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](http://www.stpaul.gov/dsi)**