

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Population of Jurisdiction is 20,000 or less

Quarter Ending:	Year
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REPORTING UNIT/MUNICIPALITY	COUNTY	TELEPHONE (include area code)
ADDRESS	CITY	STATE ZIP CODE
BUILDING OFFICIAL	CERTIFICATION NUMBER	TELEPHONE (include area code)

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times \$1 each	Surcharge Amount
Building		Times \$1.00	
Electrical		Times \$1.00	
Mechanical		Times \$1.00	
Plumbing		Times \$1.00	
Other		Times \$1.00	
Total Part 1			

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building			Times .0005	
Electrical			Times .0005	
Mechanical			Times .0005	
Plumbing			Times .0005	
Other			Times .0005	
Total Part 2				
Total Part 1 & 2				

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less			
\$1,000,001 to \$2,000,000			
\$2,000,001 to \$3,000,000			
\$3,000,001 to \$4,000,000			
\$4,000,001 to \$5,000,000			
\$5,000,001 or More			
			Building Permits Surcharge:

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less			
\$1,000,001 to \$2,000,000			
\$2,000,001 to \$3,000,000			
\$3,000,001 to \$4,000,000			
\$4,000,001 to \$5,000,000			
\$5,000,001 or More			
			Mechanical Permits Surcharge:

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less			
\$1,000,001 to \$2,000,000			
\$2,000,001 to \$3,000,000			
\$3,000,001 to \$4,000,000			
\$4,000,001 to \$5,000,000			
\$5,000,001 or More			
			Electrical Permits Surcharge:

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less			
\$1,000,001 to \$2,000,000			
\$2,000,001 to \$3,000,000			
\$3,000,001 to \$4,000,000			
\$4,000,001 to \$5,000,000			
\$5,000,001 or More			
			Plumbing Permits Surcharge:

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less			
\$1,000,001 to \$2,000,000			
\$2,000,001 to \$3,000,000			
\$3,000,001 to \$4,000,000			
\$4,000,001 to \$5,000,000			
\$5,000,001 or More			
			Other Permits Surcharge:

Surcharge Report Summary

Make checks payable to "Department of Labor and Industry". Mail completed report and check to: Department of Labor and Industry Financial Services 443 Lafayette Road N St. Paul, MN 55155 Due the 15th of the month following the reporting quarter.		Total Surcharges:	
		Retention (fill in one line only):	
		Total surcharges up to \$25, enter that amount	
		or total surcharges from \$25 to \$625, enter \$25	
		or total surcharges over \$625 enter 4% of total surcharges	
		Adjustments:	
		Total Payment to the State:	

Adjustment Explanation:

I hereby certify the information contained herein to be true and correct.

PRINT NAME OF PERSON SIGNING	PHONE	E-MAIL
SIGNED	TITLE	DATE

Computation of fixed-fee permit surcharges

Where the fee for the permit issued is a fixed amount the surcharge is equivalent to 1/2 mill (.0005) of the fee or \$1.00, whichever is greater.

Computation of valuation-based permit surcharges

Where the fee for the permit is based upon valuation the surcharge is as follows:

Construction value range	Surcharge computation		
\$1,000,000 or less	.0005 X valuation		
\$1,000,001 to \$2,000,000	\$500 + .0004	X (valuation - \$1,000,000)	
\$2,000,001 to \$3,000,000	\$900 + .0003	X (valuation - \$2,000,000)	
\$3,000,001 to \$4,000,000	\$1200 + .0002	X (valuation - \$3,000,000)	
\$4,000,001 to \$5,000,000	\$1400 + .0001	X (valuation - \$4,000,000)	
\$5,000,001 or more	\$1500 + .00005	X (valuation - \$5,000,000)	