



October 4, 2006

Bureau of Inspections
Building and Code
Enforcement

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Fox Lake, Illinois 60020

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To all homeowners, general contractors and licensed plumbing contractors:

A letter of intent for all plumbing installations must now be included with all permit applications, thereby complying with the Illinois Plumbing License Law and HB0930.

General contractors or plumbers doing projects that include plumbing installations must provide the following before the permit is issued:

1. The letter of intent from the contractor doing the plumbing installation must state that he is a licensed, Illinois plumber, include his license number and submit a copy of the state plumbing license.
2. The letter of intent from the plumber must state that he is the contractor doing the plumbing installation at the specific address.
3. The letter of intent must be written on the licensed plumber's business stationery and shall include his corporate seal. If the contractor is not a corporation, then a notary seal is required.
4. The letter of intent must be signed and dated.

Homeowners doing their own plumbing installation must also submit a letter of intent, providing the following information:

1. The letter of intent must state that the plumbing work will be done by the homeowner.
2. The letter of intent must state that the homeowner currently lives at the specific address.
3. The letter of intent must be signed and dated.
4. The letter of intent must be notarized.

If you have any questions, please call us at 847-587-3176.

Sincerely,

Bill Hart, Building Commissioner
Village of Fox Lake