



CITY OF HOMESTEAD DEVELOPMENT SERVICES  
790 N HOMESTEAD BLVD  
HOMESTEAD, FL 33033  
TEL. 305-224-4500  
FAX. 305-224-4539

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Checklist for

## WINDOWS

DEVELOPMENT SERVICES:  
Monday thru Friday 7:30 AM – 4:30 PM

- A complete **Building** permit application – Owner’s and Qualifier’s signature Notarized.
- Contractor’s License and Insurance information up-to-date.
- Owner’s signature on application or “Permit Authorization” authorizing contractor as agent.
- Owners/builder permit requires proof of ownership, per Miami-Dade County Chapter 10.
- Folio # needed
- Signed Owner/Builder Permit Affidavit (if owner/builder permit).
- Two (2) complete sets of Dade County Product Approvals (bedrooms need **Egress** windows).
- Owner/Builder Permit Affidavit and Notice to Contractors.
- Notice of Commencement, if applicable for jobs over \$2,500 (Required by the first inspection at job site).

### REVIEW PROCESS

1. Building Official

Accepted by \_\_\_\_\_