



SCREEN ENCLOSURE CHECKLIST

Contract amount over \$10,000- plans and surveys must be signed and sealed

- Receipt of Permit Submittal
- Building Permit Application
- CAB Application (Commercial)
- Environmental Application (Commercial)
- (2) Surveys/Site Plans
- (2) Enclosure engineering and screen layouts
- A recorded Notice of Commencement (required if contract amount is \$2500 or over)
- A certified copy of the "total contract amount"

**Contractor/Subcontractor must be currently
registered in the City of Boca Raton**

All Signatures Must Be Notarized