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*Serving Municipalities In Ashland and Bayfield Counties*

*Town of Ashland Town of Jacobs Town of Sanborn Town of White River  
City of Bayfield Town of Bayfield Town of Bayview Town of Clover Town of Orienta Town of Russell*

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Dear Permit Applicant:

Below you will find the forms and documentation to make an application for a Wisconsin Uniform Building Permit. Use of the Permit Application Checklist for UDC Modular Homes will minimize the plan review processing time and ensure the building permit is issued in a timely manner. Please read everything thoroughly, ensuring the documentation is filled in completely.

When returning the building permit application and the associated documentation for the plan review process, please read, sign, date and return the Uniform Notice to Permit Applicants Served by State-Contracted Inspection Agencies.

If you are the owner submitting the building permit application read, sign, date and return the Cautionary Statement to Owners Obtaining Building Permits. If you are a Contractor seeking a building permit ensure you have entered the name, license number and telephone number of your Dwelling Contactor Qualifier. Send the building permit application to our Wausau mailing address (address listed above), if you have any questions feel free to contact us. Please make permit fee checks payable to: WISPECT LLC<sup>®</sup>.

**All documentation must be submitted before a Wisconsin Uniform Building Permit will be issued, no exceptions will be granted.**

If you have all the documentation and information ready for submission but haven't been issued the Sanitary or Zoning permits, you may submit for the building permit and the plan review documentation and we will enter these numbers on the building permit application for you upon them being issued. You may also contact the Department of Safety and Professional Services with code or general questions at (608) 266-3151. Thank you advance for your cooperation and for helping to build safe and efficient homes in Wisconsin.

Best Regards,  
WISPECT LLC<sup>®</sup>

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