

## Agreement to Application Requirements

### General Information

By submitting an application electronically you are agreeing to the following application requirements.

### Application Requirements

Agreeing to the Application Requirements with the submittal of a permit, license, or zoning petition through the Town's electronic submittal system means that you acknowledge the following and agree to be bound by all of the following:

1. You have read and acknowledge the Electronic Signature document found on the Town's electronic permit system.
2. You have read and acknowledge the Application Deadline document found on the Town's electronic permit system.
3. You acknowledge that the submission of a complete application is not approval to begin work on a project.
4. You certify that you are the owner, or are acting as the owner's authorized agent, and that you have read and acknowledge the Authorized Agent document found on the Town's electronic permit system.
5. You certify that the application, information, and documents submitted are complete, true, and accurate.
6. You understand and acknowledge that financial securities, including but not limited to performance bonds, surety bonds, or letters of credit, could be required as part of the work you wish to complete and you agree to provide the items needed for the Town to calculate these securities and to provide the securities themselves.
7. You understand and acknowledge that when a permit or zoning petition application is submitted through the Town's electronic permit system the application is subject to review for completeness and sufficiency for staff review and has not been accepted.
8. You understand that if you submit incomplete, inaccurate, and/or erroneous information it will take the Town longer to process your permit or zoning petition.
9. You understand and acknowledge that you could be responsible for providing as-built drawings at your own expense.
10. You understand and acknowledge that special inspections, plans, drawings, or documents could be required as part of your project, and if so you will be expected to provide the necessary items at your expense.
11. You understand and acknowledge that the Town has fixed fees and variable fees, both of which are calculated at different times, and that all fees shall be paid in full before any approvals are issued or documents released. You further understand the calculated amount for variable fees will display in the electronic permit system only after review by staff.