



eApply Sub Trades

Planning and Development

Contents

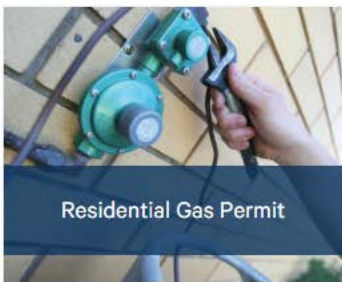
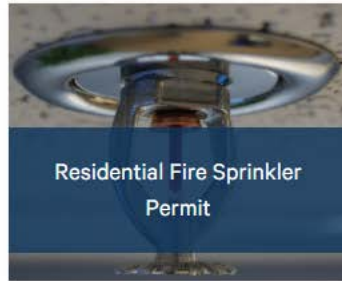
Sub Trade Permit Application	4
Residential Electrical Permit	5
Select a Business license:	6
Contractor Details:	7
Property Selection.....	9
Choose the type of work.....	9
Folder Information	10
Details for Type of Work	11
Permit Confirmation	12
Payment Summary.....	13
Payment Page – redirected to chase exact.....	14
Receipt Page.....	15
Over 100 Amp Journey.....	16
Permit Confirmation	17
Payment Summary.....	18
Payment Page – redirected to chase exact.....	19
Receipt Page.....	20
Residential Furnace Replacement, Gas Permit, and Plumbing Permit Journeys.....	21
Select a Business license:	22
Contractor Details:	23
Property Selection.....	25
Folder Information	26
Construction Value.....	26
Permit Confirmation	27
Payment Summary.....	28
Payment Page – redirected to chase exact.....	29
Receipt Page.....	30

Residential Fire Sprinklers, HVAC, Geothermal, Hydronic, and Private Sewage Permit Journeys	31
Select a Business license:	32
Contractor Details:	33
Property Selection.....	35
Type of Work.....	35
Folder Information.....	36
Construction Value.....	36
Permit Confirmation	37
Payment Summary.....	38
Payment Page – redirected to chase exact.....	39
Receipt Page.....	40
Uploading Documents through the eApply Plan Review Portal:	41


Sub Trade Permit Application

www.lethbridge.ca/eapply

Click the on the Permit Application Type you are wishing to apply for.



Residential Electrical Permit

Throughout the pages this  will give you help about what is required.

Residential Electrical Permit Login

Email Address



Password

Login

Read the [Terms of Use](#)

Forgot your password? [Reset It](#)

Don't have a profile? [Register Now](#)

Enter the email address and password for your MyCity profile.

Select a Business license:

Residential Electrical Permit

Select a business license

Select the Business License under which the permit will be applied for.

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Click on the blue license box. If the business license is not valid for the permit type you will get the following error.

Residential Electrical Permit

Select a business license

Select the Business License under which the permit will be applied for.

The business license does not meet the proper designation

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Contractor Details:

Applicant – Business Representative is the person who is completing the permit application, this will be used if any additional contact is needed. Changes on this page does not change the MyCity profile.

Residential Electrical Permit

Please enter and confirm the contractor details

Please enter the contact information for the representative making application for the permit. The optional Site Supervisor section allows a Project Manager or other representative to have the permit automatically added to their existing MyCity account for access to schedule inspections and receive emailed inspection reports.

Applicant - Business Representative

First Name *

Julie

Last Name *

Smith

Phone *

403-381-8547

Would you like to receive email inspection notices?

Yes ✓

No



Site Supervisor (Optional) – This is if you want someone for additional information about this permit. The permit can be added to this person’s MyCity profile, the ability for them to get emails inspection notices.

Site Supervisor (Optional) ?

First Name

Last Name

Phone

Email

Would you like to send email inspection notices to the site supervisor?

<input type="radio"/> Yes	<input checked="" type="radio"/> No ✓	?
---------------------------	---------------------------------------	---

Would you like to add this permit to the site supervisor's MyCity account?

<input type="radio"/> Yes	<input checked="" type="radio"/> No ✓	?
---------------------------	---------------------------------------	---

← Back

Continue →

Click Continue

Property Selection

Enter in your address that you want to pull the permit on. If you enter in the full address but get no results then try less characters, minimum of four is required.

Residential Electrical Permit

Property Selection

Search format: Unit# House Street e.g. (123 MAIN ST S or 1222 3 ST N)

Enter a minimum of 4 characters to search.

← Back

Select an address tile to continue.

Choose the type of work

Residential Electrical Permit

Choose the type of work

Type of Work

Please specify the nature of work being performed for this permit application:

New



Alteration



← Back

Continue →

Folder Information

Folder Access code - The access code provides security for accessing permit information in MyCity, and acts as a PIN for your permit. It can be used to share your permit with other MyCity users, and may be used to verify your identity when requesting aid via telephone. An access code may contain numbers, letters, and spaces - up to 10 characters in length

Job Number - The Job Number field allows a business to assign their own unique designation to the application in addition to the City's assigned permit number.

Description of Work – Enter a description of nature and extent of the work to be completed for the electrical permit

Eg. Wiring for new house 100Amp Service needed.

Folder Information

Folder Access Code *
Create an access code for the permit

?

Job Number
Enter the job number (optional)

?

Description of Work *
Enter a description of the nature and extent of the work to be completed for the Building permit.
eg.) *New two story home, covered veranda, uncovered deck, attached garage, no basement development*

[← Back](#) [Continue →](#)

Details for Type of Work

Select if the work is being performing on a residential home, and if a service is being completed.

If work is being performed on a residential home you will need to enter the installation cost. For the service installation select the location above or underground and enter the AMPS of the service. Anything over 100amps will require additional review and a permit will not be issued at the end of the journey.

Residential Electrical Permit

Indicate the type of electrical work

Wiring Details

Will you be performing work on the residential home?

 Yes ✓ No

Installation Cost *



Will you be completing the service connection?

 Yes ✓ No

Service Installation

Select the location of the Service installation

Enter amps of the Service

[← Back](#)[Continue →](#)

Click continue

[If permit is over 100AMPS click here to see the journey](#)

Permit Confirmation

This page is your permit details if you Edit Type of Work or the Construction Details the permit application process will start over. You need to accept Acknowledgment, and click continue.

Residential Electrical Permit

Confirm the permit information

Property Selection

Civic Address 396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

Legal Description

7710684(20;5

Applicant Information

Business License

Name and Mailing Address TEST
910 4 AVE S LETHBRIDGE AB T1J 0P6

Business Representative

Name and Mailing Address Julie Smith
910 4 AVE S LETHBRIDGE AB T1J 0P6

Phone 403-381-8547

Email julie.smith@lethbridge.ca

Site Supervisor

No Information Provided

[Edit Applicant Information](#)

Application Details

Permit Class RESIDENTIAL

Type of Work New

[Edit Type of Work](#)

Residential Electrical Permit: Construction Details

Access Code test

Work Description test

Installation Value (\$) 12000

Service Installation UNDERGROUND

Amps 100

[Edit Construction Details](#)

Acknowledgement

As the applicant, I accept the terms and conditions.

[Continue](#)

Accept the terms and conditions Click Continue.

Payment Summary

This is the breakdown of the cost of the permit.

Residential Electrical Permit

This is your payment summary

Residential Electrical Permit

B RESIDENTIAL PERMIT FEE	100.00
B SAFETY CODES FEE - RES	4.50
Total Permit Fees	\$104.50

Total Charges **\$104.50**

Continue →

Click Continue

Payment Page – redirected to chase exact



City of Lethbridge

Review Your Order

Quantity	Item	Unit		Price
1	396 MCMASTER BLVD W - Residential Lot Grading	CAD 125.00	CAD	125.00
1	396 MCMASTER BLVD W - Residential Building Permit	CAD 2,262.75	CAD	2262.75
Total		CAD	CAD	2387.75

[« Return to City of Lethbridge](#)

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Email

A confirmation email will be sent to this address.

Pay From Your Bank Account



Pay directly from your bank account using the INTERAC Online service.

Email

A confirmation email will be sent to this address.

The Interac Online service is a new payment option that allows you to pay for goods and services on the Internet directly from your bank account. [Learn More](#)

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

Receipt Page

Click on the blue button to view and print your permit.

Residential Electrical Permit

Print 

This is your receipt - Please print or save a copy for your records.

You will not be able to return to this screen once you navigate away.

Order Number: 115351

Authorization Code: A123

Order Amount: \$104.50

Your payment has completed successfully!

Permit Issued


The following permits have been approved and issued. Please click **VIEW REPORT** to print a copy of your permits.

Residential Electrical Permit

EP024278

396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

\$104.50

VIEW REPORT Another Permit of the same type Continue to MyCity 

Over 100 Amp Journey

The acknowledgement on the bottom needs to be accepted.

Wiring Details

Will you be performing work on the residential home?

Yes ✓ No ?

Installation Cost *

?

Will you be completing the service connection?

Yes ✓ No ?

Service Installation

Select the location of the Service installation

▼

Enter amps of the Service

Acknowledgement

Acknowledgement: Requests for Electrical Services **greater than 100 amps** in residential areas must be reviewed by the City of Lethbridge Electrical Design department to ensure that the required infrastructure is in place to support the upgraded Service. Depending on the area, it may be necessary for the customer to pay a flat upgrade fee of \$600 to provided the upgraded Service to their location in addition to the Electrical permit fee. Not all residential locations require these upgrades.

Electrical permits for Service upgrades will be issued by Building Inspection upon endorsement from Electrical Design and payment of all applicable fees.

More information regarding the process can be given by the Electric Distribution Manager at (403) 320-4886, or by sending an email to electricdesign@lethbridge.ca

Permit Confirmation

This page is your permit details if you Edit Type of Work or the Construction Details the permit application process will start over. You need to accept Acknowledgment, and click continue.

Residential Electrical Permit

Confirm the permit information

Property Selection

Civic Address 396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

Legal Description

7710684(20,5)

Applicant Information

Business License

Name and Mailing Address TEST
910 4 AVE S LETHBRIDGE AB T1J 0P6

Business Representative

Name and Mailing Address Julie Smith
910 4 AVE S LETHBRIDGE AB T1J 0P6

Phone 403-381-8547

Email julie.smith@lethbridge.ca

Site Supervisor

No Information Provided

[Edit Applicant Information](#)

Application Details

Permit Class RESIDENTIAL

Type of Work New

[Edit Type of Work](#)

Residential Electrical Permit: Construction Details

Access Code test

Work Description test

Installation Value (\$) 12000

Service Installation UNDERGROUND

Amps 100

[Edit Construction Details](#)

Acknowledgement

As the applicant, I accept the terms and conditions.

[Continue](#)

Accept the terms and conditions Click Continue.

Payment Summary

This is the breakdown of the cost of the permit.

Residential Electrical Permit

This is your payment summary

Residential Electrical Permit

B RESIDENTIAL PERMIT FEE	100.00
B SAFETY CODES FEE - RES	4.50
Total Permit Fees	\$104.50

Total Charges **\$104.50**

Continue →

Click Continue

Payment Page – redirected to chase exact



City of Lethbridge

Review Your Order

Quantity	Item	Unit		Price
1	396 MCMASTER BLVD W - Residential Lot Grading	CAD 125.00	CAD	125.00
1	396 MCMASTER BLVD W - Residential Building Permit	CAD 2,262.75	CAD	2262.75
Total			CAD	2387.75

[« Return to City of Lethbridge](#)

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Email

A confirmation email will be sent to this address.

Pay From Your Bank Account



Pay directly from your bank account using the INTERAC Online service.

Email

A confirmation email will be sent to this address.

The Interac Online service is a new payment option that allows you to pay for goods and services on the Internet directly from your bank account. [Learn More](#)

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

Receipt Page

This page contains the permit number, and indicates that additional review is required. Once electric design has determined if additional fees need to be paid or not you will receive an email indicating review results.

Residential Electrical Permit

Print 

This is your receipt - Please print or save a copy for your records.

You will not be able to return to this screen once you navigate away.

Order Number: 115352

Authorization Code: A123

Order Amount: \$104.50

Your payment has completed successfully!


Pending Review

You have indicated a Service Connection greater than 100 amps, which requires an additional review by City of Lethbridge Electric Design. No further action is required on your behalf, you will be notified by email upon completion of the review.

Residential Electrical Permit
EP024279
396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3
\$104.50

[Another Permit of the same type !\[\]\(b538fe54c1f3a7343e37e85cc2d00497_img.jpg\)](#)[Continue to MyCity !\[\]\(5abce1a84a655b073239ab33e1199487_img.jpg\)](#)

Residential Furnace Replacement, Gas Permit, and Plumbing Permit Journeys

Throughout the pages this  will give you help about what is required.

Residential Furnace Replacement Permit Login

Email Address



Password

Login

[Read the Terms of Use](#)

Forgot your password? [Reset It](#)

Don't have a profile? [Register Now](#)

Select a Business license:

Residential Furnace Replacement Permit

Select a business license

Select the Business License under which the permit will be applied for.

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Click on the blue license box. If the business license is not valid for the permit type you will get the following error.

Residential Furnace Replacement Permit

Select a business license

Select the Business License under which the permit will be applied for.

The business license does not meet the proper designation

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Contractor Details:

Applicant – Business Representative is the person who is completing the permit application, this will be used if any additional contact is needed. Changes on this page does not change the MyCity profile.

Residential Furnace Replacement Permit

Please enter and confirm the contractor details

Please enter the contact information for the representative making application for the permit. The optional Site Supervisor section allows a Project Manager or other representative to have the permit automatically added to their existing MyCity account for access to schedule inspections and receive emailed inspection reports.

Applicant - Business Representative

First Name *

Julie

Last Name *

Smith

Phone *

403-381-8547

Would you like to receive email inspection notices?

Yes ✓

No



Site Supervisor (Optional) – This is if you want someone for additional information about this permit. The permit can be added to this person’s MyCity profile, the ability for them to get emails inspection notices.

Site Supervisor (Optional)


First Name

Last Name


Phone

Email

Would you like to send email inspection notices to the site supervisor?

<input type="button" value="Yes"/>	<input checked="" type="button" value="No ✓"/>	
------------------------------------	--	---

Would you like to add this permit to the site supervisor's MyCity account?

<input type="button" value="Yes"/>	<input checked="" type="button" value="No ✓"/>	
------------------------------------	--	---

Click Continue

Property Selection

Enter in your address that you want to pull the permit on. If you enter in the full address but get no results then try less characters, minimum of four is required.

Residential Electrical Permit

Property Selection

Search format: Unit# House Street e.g. (123 MAIN ST S or 1222 3 ST N)

Enter a minimum of 4 characters to search.



[← Back](#)

Select an address tile to continue.

Folder Information

Folder Access code - The access code provides security for accessing permit information in MyCity, and acts as a PIN for your permit. It can be used to share your permit with other MyCity users, and may be used to verify your identity when requesting aid via telephone. An access code may contain numbers, letters, and spaces - up to 10 characters in length

Job Number - The Job Number field allows a business to assign their own unique designation to the application in addition to the City's assigned permit number.

Description of Work – Enter a description of nature and extent of the work to be completed for the electrical permit

Folder Information

Folder Access Code *
Create an access code for the permit

?

Job Number
Enter the job number (optional)

?

Description of Work *
Enter a description of the nature and extent of the work to be completed for the Furnace Replacement including the make, model, and BTU load of the existing and proposed furnace.
NOTE: Gas fitting is limited from appliance shut-off valve to the appliance.

Construction Value

Installation value for the furnace replacement is to include all materials, and fair market value for labor.

Construction Details

Construction Value *
Enter the construction value

?

Click Continue

Permit Confirmation

This page is your permit details if you Edit Type of Work or the Construction Details the permit application process will start over. You need to accept Acknowledgment, and click continue.

Residential Furnace Replacement Permit

Confirm the permit information

Property Selection

Civic Address 396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

Legal Description

7710684,20,5

Applicant Information

Business License

Name and Mailing Address TEST
910 4 AVE S LETHBRIDGE AB T1J 0P6

Business Representative

Name and Mailing Address Julie Smith
910 4 AVE S LETHBRIDGE AB T1J 0P6

Phone 403-381-8547

Email julie.smith@lethbridge.ca

Site Supervisor

No Information Provided

[Edit Applicant Information](#)

Application Details

Permit Class RESIDENTIAL

Residential Furnace Replacement Permit: Construction Details

Access Code test

Work Description test

Construction Value (\$) 2000

[Edit Construction Details](#)

Acknowledgement

As the applicant, I accept the terms and conditions.

[Continue](#)

Accept the terms and conditions Click Continue.

Payment Summary

This is the breakdown of the cost of the permit.

Residential Furnace Replacement Permit

This is your payment summary

Residential Furnace Replacement Permit

B RESIDENTIAL PERMIT FEE	100.00
B SAFETY CODES FEE - RES	4.50
Total Permit Fees	\$104.50

Total Charges **\$104.50**

Continue →

Click Continue

Payment Page – redirected to chase exact



City of Lethbridge

Review Your Order

Quantity	Item	Unit		Price
1	396 MCMASTER BLVD W - Residential Lot Grading	CAD 125.00	CAD	125.00
1	396 MCMASTER BLVD W - Residential Building Permit	CAD 2,262.75	CAD	2262.75
		Total	CAD	2387.75

[« Return to City of Lethbridge](#)

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Email

A confirmation email will be sent to this address.

Pay From Your Bank Account



Pay directly from your bank account using the INTERAC Online service.

Email

A confirmation email will be sent to this address.

The Interac Online service is a new payment option that allows you to pay for goods and services on the Internet directly from your bank account. [Learn More](#)

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

Receipt Page

Click on the blue button to view and print your permit.

Residential Furnace Replacement Permit

Print 

This is your receipt - Please print or save a copy for your records.

You will not be able to return to this screen once you navigate away.

Order Number: 115353

Authorization Code: A123




Order Amount: \$104.50

Your payment has completed successfully!


Permit Issued

The following permits have been approved and issued. Please click **VIEW REPORT** to print a copy of your permits.

Residential Furnace Replacement Permit
HVO18665
396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3
\$104.50

VIEW REPORT Another Permit of the same type Continue to MyCity 

Residential Fire Sprinklers, HVAC, Geothermal, Hydronic, and Private Sewage Permit Journeys

Throughout the pages this  will give you help about what is required.

Residential Fire Sprinkler Permit

Email Address



Password

Login

[Read the Terms of Use](#)

[Forgot your password? Reset It](#)

[Don't have a profile? Register Now](#)

Select a Business license:

Residential Fire Sprinkler Permit

Select a business license

Select the Business License under which the permit will be applied for.

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Click on the blue license box. If the business license is not valid for the permit type you will get the following error.

Residential Fire Sprinkler Permit

Select a business license

Select the Business License under which the permit will be applied for.

The business license does not meet the proper designation

TEST
113153



← Back

Prior to commencing an application, a Business License must be registered to the MyCity profile using the License Number and Access Code provided on the renewal invoice. The License must be active, in good standing, and valid for the discipline of work for this permit type. Contact Regulatory Services at 403-320-3074 for additional information regarding your license.

Contractor Details:

Applicant – Business Representative is the person who is completing the permit application, this will be used if any additional contact is needed. Changes on this page does not change the MyCity profile.

Residential Fire Sprinkler Permit

Please enter and confirm the contractor details

Please enter the contact information for the representative making application for the permit. The optional Site Supervisor section allows a Project Manager or other representative to have the permit automatically added to their existing MyCity account for access to schedule inspections and receive emailed inspection reports.

Applicant - Business Representative

First Name *

Julie

Last Name *

Smith

Phone *

403-381-8547

Would you like to receive email inspection notices?

Yes ✓

No



Site Supervisor (Optional) – This is if you want someone for additional information about this permit. The permit can be added to this person’s MyCity profile, the ability for them to get emails inspection notices.

Site Supervisor (Optional)


First Name

Last Name


Phone

Email

Would you like to send email inspection notices to the site supervisor?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No ✓	
------------------------------	--	---

Would you like to add this permit to the site supervisor's MyCity account?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No ✓	
------------------------------	--	---

[← Back](#) [Continue →](#)

Click Continue

Property Selection


Enter in your address that you want to pull the permit on. If you enter in the full address but get no results then try less characters, minimum of four is required.

Residential Fire Sprinkler Permit

Property Selection

Search format: Unit# House Street e.g. (123 MAIN ST S or 1222 3 ST N)

Enter a minimum of 4 characters to search.



 Back

Select an address tile to continue.

Type of Work

This is the work you are performing. The screens following will be the same.

Residential Fire Sprinkler Permit

Choose the type of work

Type of Work

New



Alteration



 Back

Continue 

Folder Information

Folder Access code - The access code provides security for accessing permit information in MyCity, and acts as a PIN for your permit. It can be used to share your permit with other MyCity users, and may be used to verify your identity when requesting aid via telephone. An access code may contain numbers, letters, and spaces - up to 10 characters in length

Job Number - The Job Number field allows a business to assign their own unique designation to the application in addition to the City's assigned permit number.

Description of Work – Enter a description of nature and extent of the work to be completed for the electrical permit

Folder Information

Folder Access Code *
Create an access code for the permit

?

Job Number
Enter the job number (optional)

?

Description of Work *
Enter a description of the nature and extent of the work to be completed for the Furnace Replacement including the make, model, and BTU load of the existing and proposed furnace.
NOTE: Gas fitting is limited from appliance shut-off valve to the appliance.

Construction Value

Installation value for the furnace replacement is to include all materials, and fair market value for labor.

Construction Details

Construction Value *
Enter the construction value

?

Click Continue

Permit Confirmation

This page is your permit details if you Edit Type of Work or the Construction Details the permit application process will start over. You need to accept Acknowledgment, and click continue.

Residential Fire Sprinkler Permit

Confirm the permit information

Property Selection

Civic Address 396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

Legal Description

7710684,20,5

Applicant Information

Business License

Name and Mailing Address TEST
910 4 AVE S LETHBRIDGE AB T1J 0P6

Business Representative

Name and Mailing Address Julie Smith
910 4 AVE S LETHBRIDGE AB T1J 0P6

Phone 403-381-8547

Email julie.smith@lethbridge.ca

Site Supervisor

No Information Provided

[Edit Applicant Information](#)

Application Details

Permit Class RESIDENTIAL

Residential Furnace Replacement Permit: Construction Details

Access Code test

Work Description test

Construction Value (\$) 2000

[Edit Construction Details](#)

Acknowledgement

As the applicant, I accept the terms and conditions.

[Continue](#)

Accept the terms and conditions Click Continue.

Payment Summary

This is the breakdown of the cost of the permit.

Residential Furnace Replacement Permit

This is your payment summary

Residential Furnace Replacement Permit

B RESIDENTIAL PERMIT FEE	100.00
B SAFETY CODES FEE - RES	4.50
Total Permit Fees	\$104.50

Total Charges **\$104.50**

Continue →

Click Continue

Payment Page – redirected to chase exact



City of Lethbridge

Review Your Order

Quantity	Item	Unit		Price
1	396 MCMASTER BLVD W - Residential Lot Grading	CAD 125.00	CAD	125.00
1	396 MCMASTER BLVD W - Residential Building Permit	CAD 2,262.75	CAD	2262.75
Total			CAD	2387.75

[« Return to City of Lethbridge](#)

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Email

A confirmation email will be sent to this address.

Pay From Your Bank Account



Pay directly from your bank account using the INTERAC Online service.

Email

A confirmation email will be sent to this address.

The Interac Online service is a new payment option that allows you to pay for goods and services on the Internet directly from your bank account. [Learn More](#)

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

Receipt Page

Click on the blue button to submit plans for review.

Residential Fire Sprinkler Permit

Print 

This is your receipt - Please print or save a copy for your records.

You will not be able to return to this screen once you navigate away.

Order Number: 115358

Authorization Code: A123

Order Amount: \$4.50

Your payment has completed successfully!

Document Submission

The permits below require additional documentation prior to being reviewed and approved by Inspection Services. Please click on the **SUBMIT PLANS** to access the document submission portal.


[Click here for a list of documents required to be submitted for your application.](#)

Residential Fire Sprinkler Permit

PF000695

396 MCMASTER BLVD W LETHBRIDGE AB T1K 4L3

\$4.50

SUBMIT PLANS Another Permit of the same type Continue to MyCity 

Uploading Documents through the eApply Plan Review Portal:

Click the **Browse...** button and select the necessary files to be uploaded for the permit application. Multiple files can be selected simultaneously.

The **Upload Status** will display Pending Upload. If a file has been added in error, under the Action header, click the Remove icon.

Project Information | **Plan Documents** | Review Documents | Approved Documents | Related Projects | Project Invitations

Project: BP017527
Group: <None>
Name: Residential Building Permit
Status: Submission Required

Review Status: None
Actions: [Submit for Review](#)

Browse... Clear Upload Cancel Status: Ready

<input type="checkbox"/>	Name	Discipline	Sheet Type	Description	Revision	Upload Status	Actions
<input type="checkbox"/>	128 Temple Blvd W	Select Discipline	Select Sheet Type		New	Pending Upload	
<input type="checkbox"/>	Truss Corporate Letter	Select Discipline	Select Sheet Type		New	Pending Upload	
<input type="checkbox"/>	Truss Layouts	Select Discipline	Select Sheet Type		New	Pending Upload	

Click the Upload button.

Browse... Clear **Upload** Cancel Status: Ready

<input type="checkbox"/>	Name	Discipline	Sheet Type	Description	Revision	Upload Status	Actions
<input type="checkbox"/>	128 Temple Blvd W	Select Discipline	Select Sheet Type		New	Pending Upload	
<input type="checkbox"/>	Truss Corporate Letter	Select Discipline	Select Sheet Type		New	Pending Upload	
<input type="checkbox"/>	Truss Layouts	Select Discipline	Select Sheet Type		New	Pending Upload	

On the confirmation pop-up, click Yes.

Are you sure you want to upload the document changes? **Yes** No

The Upload Status will indicate if your plans/documents have been successfully uploaded.

<input type="checkbox"/>	Name	Discipline	Sheet Type	Description	Revision	Upload Status	Actions
<input type="checkbox"/>	128 Temple Blvd W				1	Success	
<input type="checkbox"/>	Truss Corporate Letter				1	Success	
<input type="checkbox"/>	Truss Layouts				1	Success	

When all items have been uploaded, click the **Submit for Review** button.

Note: Internal City reviewers will ***NOT*** be notified to begin their review ***UNTIL THIS BUTTON IS CLICKED***. This allows a user to begin the application process even though they may not yet possess all documents required for submission.

Project Information Plan Documents Review Documents Approved Documents Related Projects Project Invitations

Project
BP017527

Group
<None>

Name
Residential Building Permit

Status
Submission Required

Review Status
None

[Submit for Review](#)

Browse... Clear Upload Cancel Status: Done

<input type="checkbox"/>	Name	Discipline	Sheet Type	Desc
<input type="checkbox"/>	128 Temple Blvd W			
<input type="checkbox"/>	Truss Corporate Letter			
<input type="checkbox"/>	Truss Layouts			