

Building Permit Application for Garage Construction

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally apply for a building permit for the construction of a garage at my property located at [Property Address]. I am proposing to build a [describe type of garage, e.g., detached, attached] garage that will measure [insert dimensions] and will be constructed using [briefly describe materials].

I have attached all the necessary documentation including construction plans, site surveys, and any additional information required by the local building department.

Please let me know if there are any further requirements or if any adjustments need to be made to my application. I appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention.

Sincerely,

[Your Name]