Revised December 2021

ALABAMA DEPARTMENT OF FINANCE
REAL PROPERTY MANAGEMENT
Division of Construction Management

www.dcm.alabama.gov, 334-242-4082, inspections@realproperty.alabama.gov

Department Use Only
Invoice # _____
Date Paid _____
Confirmation # _____

PERMIT FEE & PERMIT RE-INSPECTION FEE CALCULATON WORKSHEET

DCM (BC) # _____ Date _____

Project Name; Owner/Architect/Engineer Project # & Phase/Package # _____

_____

Owner Entity Name _____

Architect/Engineer Firm Name _____

Contractor Company Name _____

Select only ONE of the following:

☐ Basic Permit Fee. Fee is based on awarded contract sum.

☐ Permit Re-Inspection Flat Fee.

Awarded Contract Sum: _____

Email address(es) for Payment Receipt: _____

BASIC PERMIT FEE CALCULATION:

Awarded Contract Sum is less than $1,000: N/A

Awarded Contract Sum is $1,001 - $50,000:

Contract Sum or Shelter Estimate less $1,000= _____/1,000 x $5.00=_____+$15.00=_____

Awarded Contract Sum is $50,001 - $100,000:

Contract Sum or Shelter Estimate less $50,000= _____/1,000 x $4.00=_____+$260.00=_____

Awarded Contract Sum is $100,001 - $500,000:

Contract Sum or Shelter Estimate less $100,000= _____/1,000 x $3.00=_____+$460.00=_____

Awarded Contract Sum is $500,001 and up:

Contract Sum or Shelter Estimate less $500,000= _____/1,000 x $2.00=_____+$1,660.00=_____

PERMIT RE-INSPECTION FEE:

Flat fee of $1,500.00 per occurrence

TOTAL DUE: _____

Basic Permit Fee: Covers all required pre-construction conferences, construction inspections and certificate of substantial completion issuance by the DCM Inspector. This fee is due when a construction contract or self-performance letter is received by DCM and must be paid before the required Pre-Construction Conference is scheduled with the DCM Inspector.

Permit Re-Inspection Fee: May be charged if (A) the contractor has not completed the work required for the particular inspection as detailed in DCM Form B-8: Pre-Construction Conference Checklist, or (B) the inspection is canceled or rescheduled without the required minimum 48 hours notice to all parties.

Make check payable to: "Finance - Construction Management," include the DCM (BC) Project # on the check and attach the fee worksheet. Mail payment to: Finance - Construction Management, P.O. Box 301150, Montgomery, AL 36130-1150.

State agency inter-fund transfer and payments using Public School and College Authority (PSCA) funds: contact Jennie Jones at 334-242-4808 or jennie.jones@realproperty.alabama.gov.

Fees may be paid online at www.dcm.alabama.gov (in which case a completed fee worksheet is not required).

The Basic Permit Fee is subject to Final Reconciliation of Fees at the end of construction.