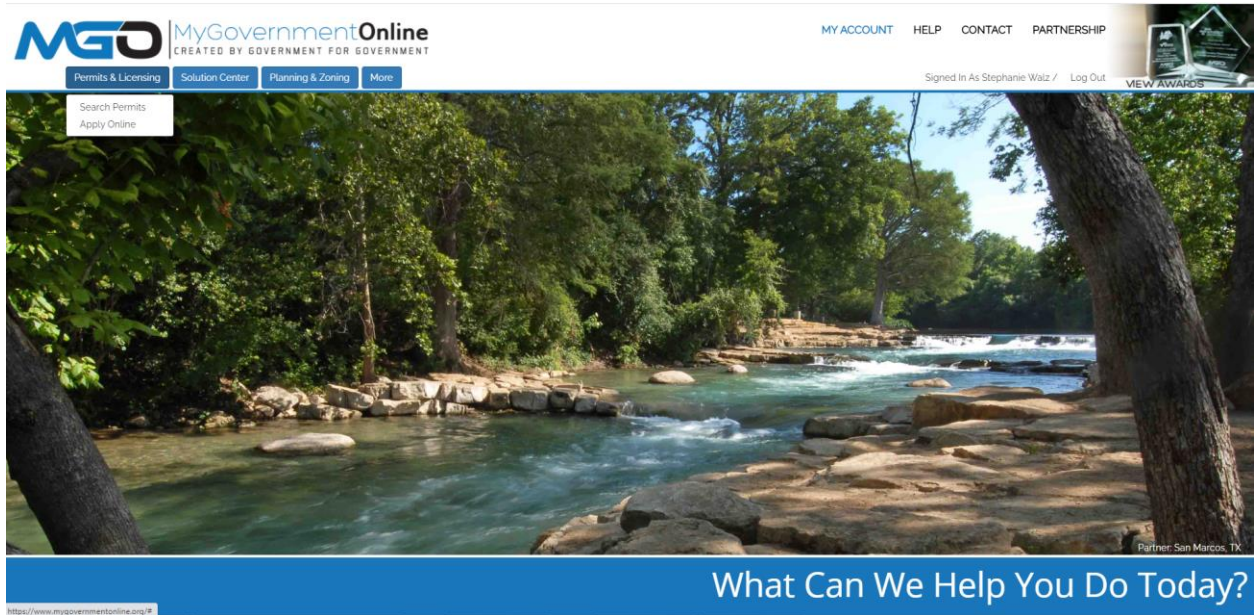


How to Submit an –Add to Existing Permit

1. Log into mygovernmentonline.org



2. Click on "Apply Online" under the "Permits & Licensing" option in the navigation bar



How to Submit an –Add to Existing Permit (continued)

3. Choose Pensacola as your jurisdiction

Apply Online

Jurisdiction and Request Type *

Some jurisdictions do not accept online applications.
If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.

Country: * State: *

Jurisdiction: *

Project Type: *

4. Choose “Add a permit to an existing project”

Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

How to Submit an –Add to Existing Permit (continued)

5. Choose your application type

Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Select an Application Type

Select an Application Type: *

- Select an Option - ⓘ Please select an option

Click here if you would like to preview the application questions prior to beginning the online application. The applicant must submit the application preview document to the jurisdiction. When you are ready to proceed, click the "Next" button to proceed.

[Back](#) [Next](#)

6. Search the project number (you **MUST** include the dashes) and click “Details”

Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Select an Application Type

Search Project *

In order to add a permit to an existing Building Permit you must begin by locating the existing Building Permit using the search form below. Use only ONE of the search fields below to access the existing Building Permit. Once you have found the existing Building Permit, click the "Details" button to confirm you have found the correct permit and then click "Select" to proceed. Otherwise [apply for a new application](#).

Project Number	Project Name	Address	Business Name	First Name	Last Name
20-11-8101					

[Search](#)

Project Number	Project Name	Address	
20-11-8101		1102 E YONGE ST PENSACOLA FL 32503	Details

How to Submit an –Add to Existing Permit (continued)

7. Click “ + Select” on the menu that pops up, and it will allow you to fill out the application

Project #20-11-8101

20-11-8101

Jurisdiction: Pensacola

Type: Administrative Application Fee,DBPR Surcharge,DCA Surcharge,Electrical Inspection Fee

Create Date: 2020-11-06T09:01:07.867

Business	Applicant
Physical Address	Mailing Address
Lot Number 019	SubDivision NEW CITY TRACT
Square Footage	
Description Trim of new residence ***TOOK OVER PREVIOUS JOB***	

+ Select