



# Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154  
Phone: (708) 345-0199 • Email: [Building@westchester-il.gov](mailto:Building@westchester-il.gov)

Date Received

## APPLICATION FOR WINDOW & DOOR PERMIT

Date: \_\_\_\_\_ Site Address: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contractor Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Description of work: \_\_\_\_\_  
Cost of work: \_\_\_\_\_

### DESCRIPTION OF WORK

#### Window Replacement & Glass Block Windows:

1-5 Windows: \_\_\_\_\_  
6-10 Windows: \_\_\_\_\_  
11+ Windows: \_\_\_\_\_

#### Fees:

##### Residential

\$50  
\$100  
\$150

##### Commercial

\$100 + \$10 per additional  
window

Total Number of Windows: \_\_\_\_\_

#### Doors:

Number of Doors: \_\_\_\_\_

#### Fees:

\$30

\$75

New Window Openings & Awnings: \_\_\_\_\_  
determined.

Plan review will be required. Review, permit and inspection fees to be

U-Factor of Windows/Doors: \_\_\_\_\_

No error or omission in either the plans or application, whether said plans or application have been approved by the Building Commissioner or not, shall permit to relieve the applicant from constructing the work in any other manner than that provided for in the Ordinance of this Village relating thereto. The Applicant having read this application and fully understanding the intent thereof declares that the statements made are true to the best of my knowledge and belief.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

#### Application Requirements:

- Application Form: Fill out a copy of this application form.
- Provide a signed contract with detail scope of work (all vendors must be registered prior to permit release)
- Provide manufacture spec sheet and U-factor detail

**Window Inspection:** Pictures are required after the windows are in, but before the trim has been installed. Email pictures of roughed in windows showing insulation with U-factor sticker to [building@westchester-il.gov](mailto:building@westchester-il.gov).