



**BUILDING DIVISION**  
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**COMMERCIAL MECHANICAL AFFIDAVIT FOR ALTERATIONS OR TENANT IMPROVEMENTS  
(without plans)**

Project Name: _____	Occupancy: _____
Job Address: _____	Type of Construction: _____
Suite: _____	Project Valuation: _____
Contractor: _____	Phone: _____

I, \_\_\_\_\_, Oregon Construction Contractors Board No. \_\_\_\_\_, certify the following is true and reasonably defines the scope of work for this project:

1. All work is limited to one or more of the following:
  - Bathroom exhaust fan installations and/or replacements.
  - Commercial kitchen exhaust fan replacements. (Fan Unit Only)
  - Other ventilation fans with exhaust ducting installation. (Limit 1) (No Type I grease hoods)
  - Gas piping alterations. (which do not increase the existing systems overall Btu/input demand)
  - Ceiling diffuser relocations and minor duct extensions. (Duct extension limit 2, not to exceed 12ft ea.)
  - Re-connection of a rooftop unit(s) less than 400# for re-roofs (same unit).
2. The proposed work does not penetrate or is not located within any fire resistive assemblies.
3. The proposed work does not require seismic bracing.
4. The proposed work does not require structural calculations.
5. The installation shall comply with the current adopted edition of the Oregon Mechanical Specialty Code.
6. The proposed work shall not be concealed until inspected or approved.

**In addition, I understand the following is required for all inspections on the jobsite:**

- **A sketch showing the area of work within the building's structure, and**
- **A valid Mechanical Permit shall be available for all inspections.**

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

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