



Salt Lake City Building Services  
451 South State St., Room 215  
PO Box 145490  
Salt Lake City, UT 84114  
801-535-6000  
slcpermits@slcgov.com

Office Only

6-2023

## APPLICATION FOR RELOCATABLE TRAILERS/OFFICES

BLD #:

Date:

Expiration Date:

**Property Address:**

**Applicant Name:**

**Phone:**

**Applicant's Address:**

**E-mail:**

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**The following information is required to obtain a permit for a Relocatable Trailer or Office.**

1. Provide a Site Plan showing the following information:

- Location of hard-surfaced parking, show striped parking areas and ADA parking stall location(s).
- Location of landscaped areas.
- Location of Accessible routes and ramps to the temporary office.

2. Provide building details information showing the following:

- The temporary office floor plan; show the location of an ADA accessible bathroom.
- Show exterior wall and opening protection based on the location of the property.
- Stair details showing the landing, rise & run, handrails and guardrails.

3. Provide attachment/anchoring information for D2 or E; 115 mph min. min., 3 second wind gust

4. Attach Cash Bond information.

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**Required Base Fee: \$103.00    Required Cash Bond Amount: \$1,000.00 per Trailer or Office.**

**I UNDERSTAND THAT THIS PERMIT IS VALID FOR 365 DAYS. A 60 DAY EXTENSION MAY BE GRANTED UPON WRITTEN REQUEST TO THE BUILDING OFFICIAL BEFORE THE END OF ORIGINAL PERMIT PERIOD.**

**SIGNATURE:**

**DATE:**