

Applicant Information Only		Application cannot be processed for the following reasons	
1.	PW1 missing or inaccurate information (check all that apply)		

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| ☐ Ownership Information | ☐ Premises Information | ☐ Applicant Information | ☐ Filing Representative |
| ☐ Add. Considerations | ☐ Job Description | ☐ Work Type | ☐ Plans Submitted |
| ☐ Bldg. Characteristics | ☐ Place of Assembly | ☐ Signs | ☐ Const. Equipment |
| ☐ Fire Protection | ☐ Meets and Bounds | ☐ Fire Protection | ☐ Seal/Signature |
| ☐ Other | | | |

2	Schedule A	☐ document missing	☐ incorrect/missing information (see below)	☐ job type already signed-off
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3	Schedule B	☐ document missing	☐ incorrect/missing information (see below)	☐ job type already signed-off
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4	TR1	☐ document missing	☐ incorrect/missing information (see below)
		☐ Boring/Test Pits	☐ Soil Percolation Tests
		☐ Boring for Drywell	☐ Other

5	Pre-Approval DEP forms - Forms missing or inaccurate/missing information (check all that apply)		
		☐ DEP Asbestos ASB-4	☐ DEP Asbestos ACP-5
		☐ DEP ACP-7	

6	Building Pavement Plan (BPP)	☐ document missing	☐ incorrect/missing information (see below)
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7	Required Items (Pro-Cert Only)	☐ checklist missing/incomplete	☐ Stamp missing	☐ POC-1 Missing/Incomplete
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8	Cashiering	☐ check missing	☐ incorrect/missing information (see below)
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9	Other
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