

FACILITY ALTERATION PERMIT APPLICATION

Please read the guidelines prior for completing the form:

PART I: To Be Completed by the Applicant.

Requested by (Name) :	
RAA	Tenant
Company/Contractor (Name):	
At (Facility)	Pursuant to Lease No.
Location (Civic Address or area) of space to be altered	
Details of work :	
Work Location :	
MAP :	
Is this work for any of the following?	To construct a new building/ amend existing building? Addition to a building?
	Renovation to a building? Other?
Does this work require excavation or dig?	No If Yes, please complete the DIG Permit application.
Does this work require a crane?	No If Yes, please check the requirement.
Has this document been designed & stamped by a Professional registered to practice in the province of Saskatchewan?	
Registered Professional Architect Mechanical Engineer	Civil Engineer Electrical Engineer Geo-Technical Engineer
	Fire Suppression Engineer Other Engineer(s)
	Yes No
Will you be connecting to any of the following RAA owned utilities or building system?	
Water	Power
Communication Cable	Heating & ventilation
	Plumbing
	Other(s)
Will any of your work involve in the following activities?	
Handling of hazardous material products Storage of waste, this include but not limited to both construction & organic materials (e.g. topsoil, clay, etc.)	Yes No Storage of hazardous material products
Estimated cost	Estimated time to complete
	Starting Date (M/D/Y)
	Complétion Date (M/D/Y)
Name & Address of Contractor	Name & Address of Engineer or Architect
	Telephone #
Send Correspondence to: (Name & address of employee in charge of work)	
	Telephone #
Applicant's Name (as it appears on lease or license)	Applicant's or Proponent signature
	Date (M/D/Y)

Note: Please attach any document, plan drawing or photos in the email.



PART II: To be completed by the Regina Airport Representative.

PROJECT TITLE :

FAP PERMIT # :

DIG PERMIT #:

PROJECT #:

PROJECT IN-CHARGE:

ATTACHMENT :

DEPARTMENT	Date M/D/Y	NAME	SIGN OR INITIAL	CONCERN		DIG PERMIT (Required)	COMMENTS
				YES	NO		
VP Ops Vice Pres. Operations & Safety							
D, AOS Director, Airside operation & Safety							
CFO Chief Financial Officer							
D, S&T Director, Security & Technology							
MAF Manager, Terminal Operations & Facilities							
AOO Airport Operations Officer							
EO Environmental Officer							
SBE Supervisor Building Electrical							
SFM Supervisor Airfield Mobile							
AOCC Airport Operation Center Coordinator							
MPD Manager, Projects Planning & Dev't							

The Above Application is:	Approved		
	Subject to the following conditions		
	Building Permit Dig Permit	Development Permit Nav Can land use	Environmental Screening Obstacle Limitation
Building/Development Permit Complete?	Yes	No	By:
Environmental Screening Decision Complete?	Yes	No	By:

APPROVED BY : JOHN ASTON, VP Commercial, Projects & Planning	SIGNATURE :	DATE :	REMARK:
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