



eTRAKiT User Registration Application

TERMS AND CONDITIONS:

The eTRAKiT system is an optional Internet service provided by the City of Oceanside, which replaces our fax-in permit program. In consideration of being authorized to use eTRAKiT,
_____ (hereinafter referred to as the "licensee")

(Print name)

understands and agrees to the following terms and conditions:

1. Only the licensee may obtain any type of building permit through eTRAKiT. The licensee will keep confidential and shall take all necessary steps to insure that any passwords or PINs used to access eTRAKiT shall only be used by licensee and licensee shall be fully responsible for any use of the eTRAKiT system by persons using any password or PIN issued to licensee.
2. All work authorized by any permit must comply with all applicable ordinances and codes adopted by the City of Oceanside.
3. All work authorized by permit is subject to inspection. Required inspections can be scheduled by calling the Building Division on the inspection recorder at (760) 435-3925 or via the internet. Access must be provided for inspection purposes.
4. Permits shall automatically EXPIRE, and become void if work has not started within one calendar year from the issuance date, or if the work starts and then stops for a period of six months. One extension of up to six months may be granted if requested in writing. All work authorized by this permit must be completed within 3 years from the issuance date
5. "Simple Permits" are permits that do not require any discretionary approvals or plan review by the City. If, subsequent to the issuance of a Simple Permit, the Building Official determines that plans or other review are required for the work undertaken, the permit may be suspended or revoked until such time as proper reviews and approvals are obtained.
6. The issuance of a Simple Permit shall not serve to legalize other unauthorized construction, improper occupancies, additional dwelling units, or unauthorized land uses not otherwise legally established. All Simple Permits are subject to review and approval by the City of Oceanside Building Division.
7. Work shall not commence until the licensee is in receipt of an issued building permit.
8. The licensee must be properly licensed by the State Contractors Board to perform all work for which licensee obtains permits. All permits will be verified upon issuance. Plumbing, mechanical, electrical and roofing permits issued to B (General) License contractors will be void and ineligible for refund.

Licensee has read, understood, and agrees to the terms on this page: Initials: _____

Revised: February 9, 2010

9. The licensee hereby certifies that all information provided herein are correct and that all information that licensee, or licensee's authorized agents, will provide through eTRAKiT will be correct.
10. Licensee shall abide by all the terms listed in the declaration on the building permit. Licensee or licensee's authorized agents must print, sign and post the permit and inspection record list at the job site.
11. Only the "Descriptions of Work" supplied by the City of Oceanside within this application package shall be used to obtain permits through eTRAKiT. All permits with unauthorized description are subject to revocation.
12. The licensee's ability to continue using eTRAKiT shall be revoked if the license fails to adhere to any of the above noted terms or any City Codes or ordinances, or any State or Federal laws or regulations.
13. "Total fees due" refer to Building Division fees only. All other fees (i.e. traffic, drainage, water meter, school, inclusionary housing, etc.) are paid separately.

Using eTRAKiT:

- To initiate the permit application in eTRAKiT, a valid address must be selected into eTRAKiT. If the licensee does not find the valid address, the licensee must contact the Building Division to correct discrepancies or assign an address.
- Upon renewal of the licensee's State Contractor's License and/or City of Oceanside Business License, the licensee must contact the Building Division to update your file. The licensee cannot obtain web permits if the licensee's State Contractor License or City of Oceanside Business License does not appear to be current in the City's tracking system.
- eTRAKiT is only valid for those certain types of eligible Simple Permits listed below. When obtaining a permit through eTRAKiT, the licensee must use only the descriptions of work provided in this document and only obtain the type of permit authorized by the licensee's State Contractor's License classification.

Eligible eTRAKiT permits available:

Commercial permits are not available on eTRAKiT at this time.

- ☐ Residential A/C Replacement
- ☐ Residential Furnace Replacement
- ☐ Residential Water Heater Replacement
- ☐ Residential Water Re-Pipe
- ☐ Residential Roof Replacement
- ☐ Residential Roof Recover
- ☐ Temporary Power Pole

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Approved Descriptions of Work for eTRAKiT permits:

- Permit Type: SFD A/C Replacement

Description of Work: Replace existing A/C unit, same size and location.

- Permit Type: SFD Furnace Replacement

Description of Work: Replace existing furnace, same size and location.

- Permit Type: SFD Water Heater Replacement

Description of Work: Replace existing water heater, same size and location.

- Permit Type: SFD Water Re-Pipe

Description of Work: Water Re-Pipe (drywall patchwork only)

- Permit Type: SFD Roofing

Description of Work: Roof Replacement

Description of Work: Roof Recover (over one existing layer)

Note: Standard weight tile is not available online. Tile must be less than 6 lbs per square feet.
Roof Structure permits are not available online.

- Permit Type: Temp Power Pole 100A or Temp Power Pole 200A

Description of Work: Power Pole for (i.e. construction, cable, irrigation etc), no sub-poles.

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LICENSEE DECLARATION (PRINT LEGIBLY)

I hereby declare under penalty of perjury under the laws of the State of California that the following information is true and correct:

Licensee Name		Business Name	
Mailing Address			
City, State & Zip			
E-Mail			
Telephone Number		Fax Number	
License Number		Expiration Date	
License Classification		Supplemental Classification(s)	
Business License No.		Bus. Lic. Expiration Date	

CONTRACTOR'S LICENSE

I hereby declare under penalty of perjury under that laws of the State of California that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions code, and that my license is in full force and effect.

WORKER'S COMPENSATION

I hereby declare under penalty of perjury under the laws of the State of California that the following statement(s) that I have checked is (are) true and accurate:

- ☐ I have and will maintain a certificate of consent to self-insure for Worker's Compensation, as provided for by Section 3700 of the Labor Code for the performance of the work for which this permit is issued.
- ☐ I have and will maintain Workers' Compensation Insurance as required by Section 3700 of the Labor Code for the performance of work for which this permit is issued. My Worker's Compensation Insurance carrier and policy number are:

Carrier		Policy Number	
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☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workers' Compensation laws of California, and agree that if I should become subject to the Workers' Compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

I declare under penalty of perjury under the laws of the State of California that all of the statements and information on this page are true and correct and that this application was executed on _____, 2010 in _____, California.

Signature

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I agree to comply with all applicable city, county, and state laws, codes, ordinances and regulations relating to building construction and hereby authorize representatives of the City of Oceanside and County of San Diego to enter upon the property where work is being conducted for inspection purposes. If for any reason my license has been suspended or revoked, I will notify the Building Division of the City of Oceanside immediately and this registration will be voided.

By signing below, and initialing each page herein, I acknowledge my understanding of and voluntarily agree to all of the terms and conditions and other information set forth above in this eTRAKiT User Application:

Licensee Signature _____ Date _____

Licensee has read, understood, and agrees to the terms on this page: Initials: _____

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