

TERMS AND CONDITIONS:

eTRAKiT allows applicants to apply for building permits, submit plans, pay fees, check on permits/project status, view and print building permits/plans, and schedule inspections.

In consideration of being authorized to use eTRAKiT, _____
(hereinafter referred to as the “licensee”) 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 ensure that any passwords 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 issued to licensee.
2. All work authorized by any permit must comply with all applicable ordinances and codes adopted by the City of Rocklin.
3. All work authorized by permit is subject to inspection. Required inspections can be scheduled by calling the Building Division’s inspection line at (916) 625-5136 or via eTRAKiT. Access must be provided for inspection purposes.
4. Permits shall automatically EXPIRE and become void if work has not started within one year from the issuance date or if the work is suspended or abandoned for a period in excess of 180 days. An extension may be granted if requested in writing before permit expires.
5. “Simple Permits” (Residential only) are permits that do not require 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 (Residential Only) shall not serve to legalize other unauthorized construction, improper occupancies, additional dwelling units, or unauthorized lands uses not otherwise legally established. All simple Permits are subject to review and approval by the City of Rocklin 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 a B (General) License contractor will be void and ineligible for a refund.**
9. The licensee hereby certifies that all information provided herein is 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. The licensee's ability to continue using eTRAKiT shall be revoked if the licensee fails to adhere to any of the above noted terms or any City Codes or ordinances, or any State or Federal laws or regulations.
12. "Total fees due" refers to Building Division fees only. All other fees (i.e. sewer, water, school, fire, etc.) are paid separately.

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

USING ETRAKIT:

- To initiate the permit application or permit request 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 Rocklin 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 Rocklin Business License does not appear to be current in the City's tracking system.

ELIGIBLE ETRAKIT RESIDENTIAL SIMPLE PERMITS AVAILABLE:

Simple permits do not need to go through the permit request and electronic plan review process. Instead, applicants can apply and upload documents, pay fees, and have the permit issued electronically all through eTRAKIT for the following:

- Residential Water Heater Replacement (Up to 75 gallons gas storage)
- Residential Heating, Ventilation, or Air Conditioning Replacement (Like for Like)

ALL OTHER PERMIT APPLICATIONS SHALL BE SUBMITTED AS PERMIT REQUESTS ON ETRAKIT

- Permit requests allow staff to review the application and perform a completeness check prior to initiating the permit application and plan review.

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

LICENSEE DELARATION
(PRINT LEGIBLY IN BLUE OR BLACK INK OR TYPE)

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

Business Name		Licensee Name	
Mailing Address			
E-Mail Address			
Telephone Number		Fax Number	
State License Number #		Classification(s)	Exp. Date
City Business License #		Exp. Date	

CALIFORNIA LICENSED CONTRACTOR'S DECLARATION

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

Licensee's Signature: _____ Date: _____

WORKERS' COMPENSATION DECLARATION

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000). In addition to the cost of compensation, damages as provided for in Section 3706 of the Labor Code, interest, and attorney's fees.

I hereby affirm under penalty of perjury **one** of the following declarations:

I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

Policy No. _____

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Insurance Carrier: _____ Policy Number: _____ Exp. Date: _____

Name of Insurance Agent: _____ Phone #: _____

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.

Licensee's Signature: _____ Date: _____

BY MY SIGNATURE BELOW, I CERTIFY TO EACH OF THE FOLLOWING STATEMENTS:

For building permit applications, I submit, I am the property owner or authorized to act on the property owner's behalf. I have read this application and the information I have provided is correct. I agree to comply with all applicable City and County ordinances, rules, regulations, and State laws relating to building construction, and with any and all conditions of the building permit. I agree to defend, indemnify, and hold harmless the City of Rocklin, its officers, agents, and employees from any and all claims and liability for personal injury, including death, and property damage caused by, arising out of, or in any way connected with the issuance of this permit. I hereby acknowledge that issuance of building permits does not authorize the use or occupancy of any sidewalk, street, or sub-sidewalk. I also hereby acknowledge that compliance with HOA regulations and CC&R's is the responsibility of the land owner and is not implied or conveyed through City Approval of permit documents or plans. I authorize representatives of the City of Rocklin 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 City of Rocklin Building Division immediately and this registration will be voided. By signing below, and initializing 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: _____