

**HAIL DAMAGE PERMITTING INFO:  
RE-ROOFING**

Permit Instructions:

Apply in two ways:

Over the Counter

- 1) Come over the counter and drop off your [permit application](#). We are not issuing any roof permits over the counter. They can only be dropped off.

Email

- 2) Email your permit application to [building@louisvilleco.gov](mailto:building@louisvilleco.gov). Once your application has been processed, you will get a call for payment over the phone. Then your building permit, inspection card, receipt, and inspection instructions will be emailed to you (the phone number/email on the application will be used for calling for payment and receiving your building permit).

\*If you would like to, you can leave your company's credit card information with the City so we do not have to call you for payment for every permit. Please let us know over the phone if you wish to do so.