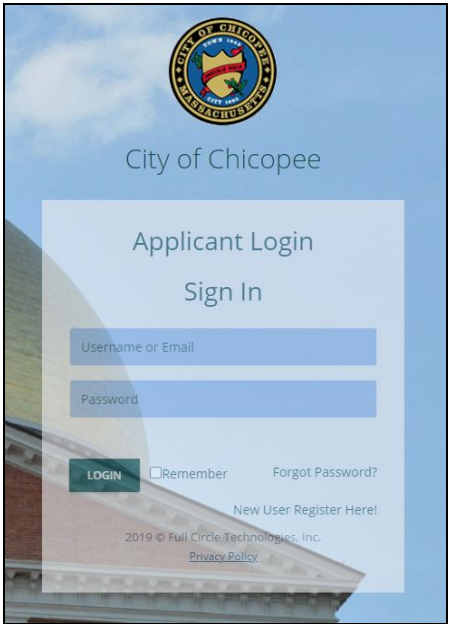


Permit Eyes Instructions

<https://permiteyes.us/chicopee/loginuser.php>

1. Create a login, click [New User Register Here!](#)



2. Complete Applicant Registration Form

⚙️ **APPLICANT REGISTRATION FORM**

PERSONAL DETAILS

LOGIN DETAILS

OTHER DETAILS

PREVIEW

STEP 1- PERSONAL DETAILS

* Name

Address

* Street No.

* City

* Phone

* Email

* Street Name

* State

Alt. Phone

Fax

* Zip

EXIT

NEXT

3. Select which type of business, most will use as an **ESTABLISHMENT, RESTAURANT or FACILITY**

⚙️ **APPLICANT REGISTRATION FORM**

PERSONAL DETAILS

LOGIN DETAILS

OTHER DETAILS

PREVIEW

STEP 3- DETAILS

Instructions

Please describe yourself using the checkboxes below.
(Check all that apply.)
As you click, new sections will be added to this registration form.
Any information that you register with now will automatically flow into all applicable forms in the future.

I am applying for permits/licences:

☐ as an ESTABLISHMENT, RESTAURANT or FACILITY

☐ as a SEPTIC DESIGNER

☐ as a SEPTIC INSTALLER

☐ as a SEPTIC INSPECTOR

PREVIOUS

NEXT

4. Click **ADDRESS DOES NOT APPEAR IN DROP-DOWN** if your address is either not in the drop-down menu or not in Chicopee

APPLICANT REGISTRATION FORM

PERSONAL
DETAILS

LOGIN
DETAILS

OTHER
DETAILS

ESTABLISHMENT
DETAILS

PREVIEW

STEP 5- ESTABLISHMENT DETAILS

ADDRESS DOES NOT APPEAR IN DROP-DOWN

* Est. Name

DBA

* Street Name

--Select--

* Map Block Lot

* Street Number

* City

* State

* Zip

* Telephone

Fax

PROPERTY OWNER DETAILS

Property Owner Name

Street Number

Street Name

City

State

Zip

Telephone

BUSINESS OWNER DETAILS

☐ Same As Property Owner

* Business Owner Name

* Street Number

* Street Name

* City

* State

* Zip

Telephone

Email

PREVIOUS

NEXT

5. Click **NEW APPLICATION** then select BOH for the Health Department. Next select the permit type you are applying for

HOME

NEW APPLICATION

Welcome To Chicopee Online Permitting

Katie Cyr

Select Permit to Begin

Currently Showing

BOH

BUILDING

BOH

Select Board of Health Permit:

Beaver Control Emergency (10 Day)

Beaver Control Non-Emergency

Bee Keeping

Body Art Apprentice

Body Art Establishment

Body Art Practitioner

Disposal System Installer

Disposal Works Septic (DSCP)

Food Establishment

Frozen Desserts

Funeral Director

Hotel/Motel/Campground

Keeping of Animals

Local Upgrade Approval - Form 9A

Mobile Food Vendor

Mobile Home Park

Recreational Camps for Children

Request for Variance

Septage Hauler

Swimming Pool

Tanning Facility

6. Fill out all mandatory fields on the application (*). Once you check off “I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct.” a **SUBMIT** button will appear

HOME

NEW APPLICATION

Welcome To Chicopee Online Permitting

Katie Cyr

Title	Value	Description	Total
Septic Hauler	✓	\$100.00	100.00
Total Amount			100.00

DECLARATION

Social Security Number or Federal ID

Permit will not be issued unless the following certification clause is electronically signed by the applicant. Social Security Numbers will be furnished to the Massachusetts Department of Revenue to determine whether the applicant has met tax filing and/or tax payment obligations. Licensees who fail to correct their non-filing delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law Chapter 26C, § 49A.

All permit holders must comply with all local, state, and federal regulations. Please reference all applicable laws, including MGL c. 111, § 31A.

I,

Katie Cyr

 the undersigned, hereby apply to the Chicopee Board of Health for the above referenced permit(s) in accordance with the listed applicable laws.

✓

 * I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct.

Date

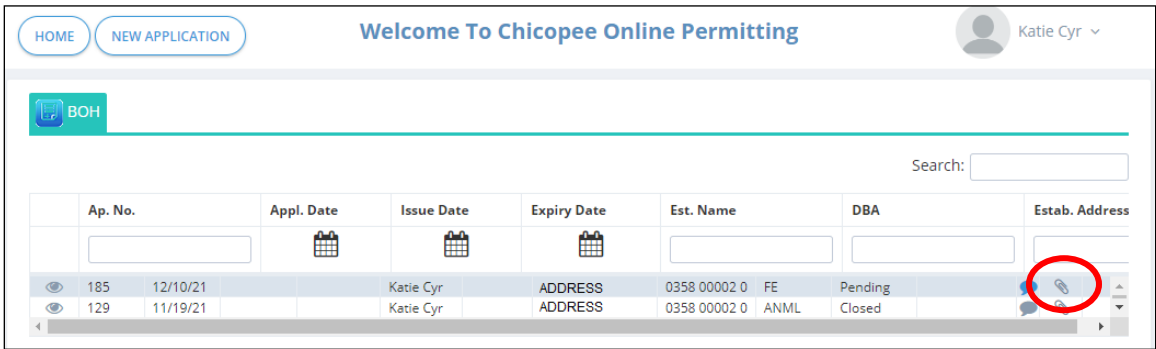
10/05/2022

SUBMIT

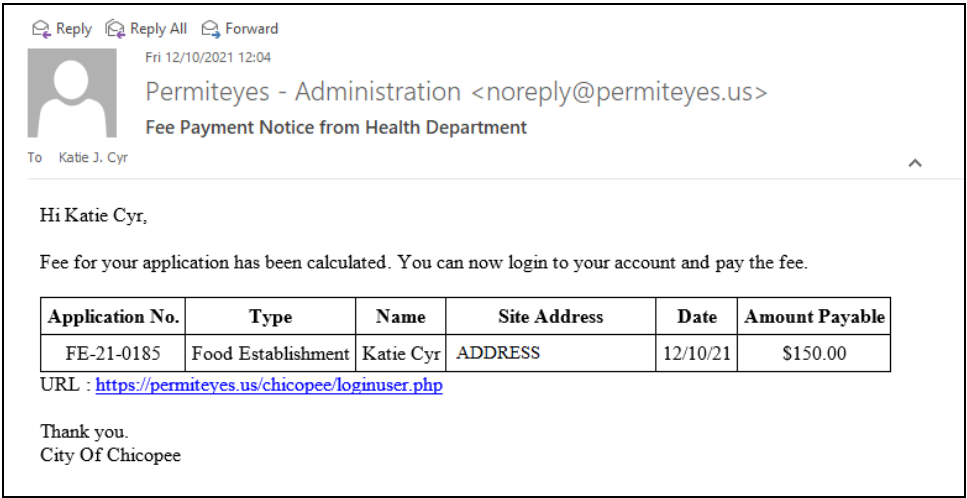
SAVE AND EXIT

EXIT

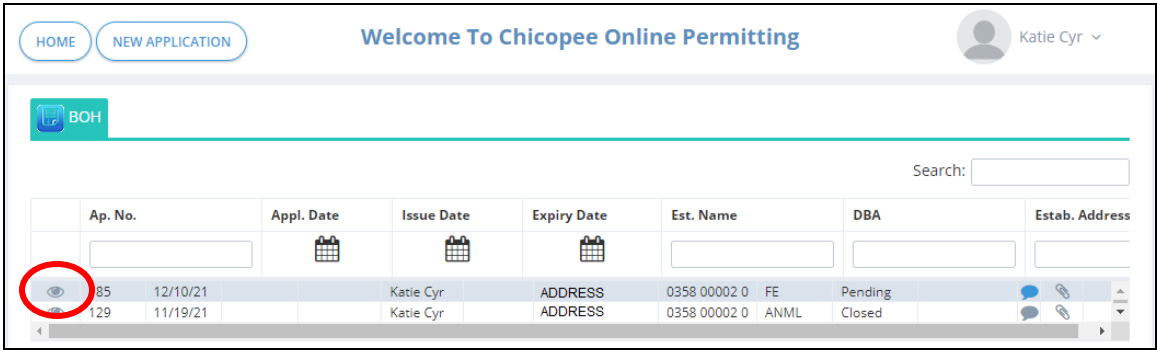
7. After you submit your application, you can attach any supporting documentation by using the paperclip icon from your PermitEyes Dashboard



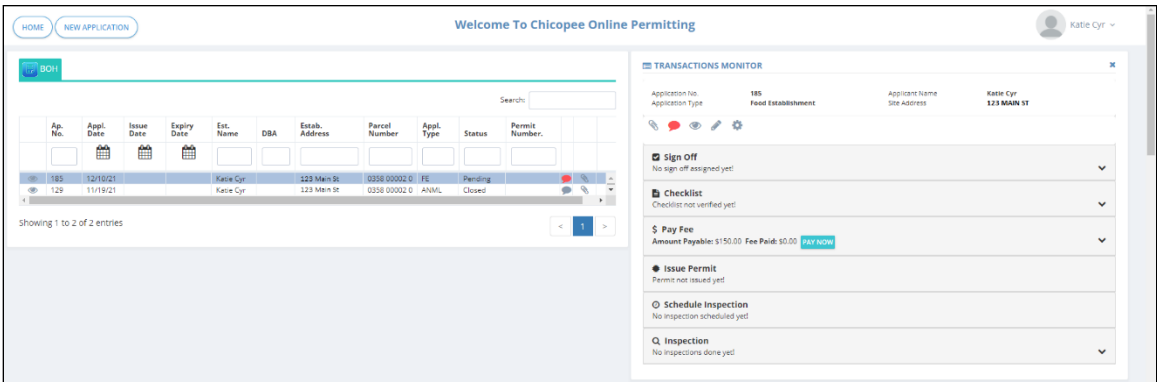
8. Once your application is submitted, we will release the fee for payment and you should receive an email notification



9. To pay the fee, click the eyeball icon to open the TRANSACTIONS MONITOR for the application awaiting payment



10. Then click on PAY NOW or you can mail in a check or money order made out to the City of Chicopee



11. Once the fee is paid, we will release the permit and you can print out a copy for your records. We don't mail permits completed in our PermitEyes portal, unless requested