

## FACILITY ALTERATION PERMIT APPLICATION – PAGE ONE

Complete all relevant sections and submit along with supporting construction documents to Winnipeg Airports Authority, Attention: Permits Coordinator by email to [permits@waa.ca](mailto:permits@waa.ca). Please note that incomplete application information or lack of supporting documentation may delay permit application reviews and approvals.

### SECTION ONE – GENERAL INFORMATION

APPLICANT COMPANY			CONTACT NAME
ADDRESS			POSTAL CODE
PHONE #	CELL PHONE #	FAX #	EMAIL
WAA PROJECT SPONSOR (IF APPLICABLE)		DEPT	PHONE #

### SECTION TWO – LOCATION OF WORK

BUILDING/AIRFIELD LOCATION	FLOOR/LEVEL	ROOM #
STREET ADDRESS OR LOCATION DESCRIPTION		

### SECTION THREE – DESCRIPTION OF PROPOSED WORK

Describe the project work in as much detail as possible; include descriptions on additional sheets if required. Submit with FAP permit application additional supporting materials such as Design or Construction plans, drawings, sketches, reports, photographs and/or specifications.

Summary of overall work (written description of work)

FACILITY ALTERATION PERMIT APPLICATION – PAGE TWO

Architectural (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no architectural work proposed

Structural (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no structural work proposed

Mechanical (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no mechanical work proposed

Electrical (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no electrical work proposed

Geotechnical (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no geotechnical work proposed

Civil Works/Underground Utilities Services (if work – please provide summary here and attach dwg and pdf IFC drawings to submittal package)

N/A – no civil works/underground utilities services work proposed



FACILITY ALTERATION PERMIT APPLICATION – PAGE THREE

ESTIMATED COST OF PROJECT	
BUILDING SIZE (IF APPLICABLE)	LAND PARCEL SIZE (IF APPLICABLE)
ESTIMATED CONSTRUCTION START DATE	ESTIMATED CONSTRUCTION COMPLETION DATE

**SECTION FOUR – DESIGNER OF RECORD**

ENGINEER/ARCHITECT OF RECORD			CONTACT NAME
ADDRESS			POSTAL CODE
PHONE #	CELL PHONE #	FAX #	EMAIL
REGISTERED PROFESSIONAL (IN MANITOBA) <input type="checkbox"/> YES <input type="checkbox"/> NO			DISCIPLINE
<b>ADDITIONAL DESIGNER/CONSULTANTS</b>			
ENGINEER OR ARCHITECTURAL FIRM	CONTACT	PHONE	EMAIL

**SECTION FIVE – CONTRACTOR INFORMATION**

CONTRACTOR			CONTACT NAME
ADDRESS			POSTAL CODE
PHONE #	CELL PHONE #	FAX #	EMAIL
ON SITE SUPERVISOR (if different than above)		CELL #	PHONE #



FACILITY ALTERATION PERMIT APPLICATION – PAGE FOUR

SUB-CONTRACTORS			
COMPANY	CONTACT	PHONE/CELL	EMAIL
IDENTIFY PRIME CONTRACTOR, IF NOT THE APPLICANT, WHO WILL ASSUME RESPONSIBILITIES UNDER THE PROVISIONS OF <i>THE WORKPLACE SAFETY AND HEALTH ACT OF MANITOBA</i> :			
COMPANY	CONTACT	PHONE/CELL	EMAIL

SECTION SIX – FAP APPLICATION SUBMITTALS						
ITEM NO.	ITEM	APPLICABLE		ATTACHED		COMMENT
		YES	NO	YES	NO	
1.	Architectural IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Structural IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Mechanical IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Electrical IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Geotechnical I IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Civil IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	Underground Utilities IFC drawings (.pdf and .dwg)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8.	City of Winnipeg CADDs Submission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	City of Winnipeg Building Permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Architectural Sample Boards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Specialty Equipment Schedule	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



FACILITY ALTERATION PERMIT APPLICATION – PAGE FIVE

**SECTION SEVEN – TENANT AUTHORIZATION**

**Applications must be signed by the Tenant's Authorized Representative**

APPLICANT (PRINT NAME)	POSITION TITLE	PHONE
SIGNATURE		DATE

