



DEPARTMENT OF BUILDINGS & REGULATORY COMPLIANCE

200 HENRY JOHNSON BLVD.—SUITE 1 | ALBANY, NY 12210
518.434-5995 | FAX 518.434.6015 | EMAIL: CODES@ALBANYNY.GOV

SPRINKLER REGISTRATION FORM

This form must be filled out completely and legibly. **Email addresses are now required.**

Building Address _____
 Owner of Record: _____
 Owner's Address: _____

 Owner's Phone: _____
Owner's Email: _____

 Agent's Name: _____
 Agent's Address: _____

 Agent's Phone: _____ (Daytime)
 _____ (Alternate)
Agent's Email: _____

OFFICIAL USE ONLY

Date Rec'd _____

Fee: **\$50.00** _____

Check No. _____

Reg. No. _____

- If owner does not reside in the tri-county area of Albany, NY an agent within this area must be designated.
- If the owner is a company/partnership/corporation an individual must be designated as the agent.
- Changes to any of the above information should be done by placing a line through the current information and filling in the correct information next to it.
- If you have any questions completing the information, please contact the Department of Buildings & Regulatory Compliance - (518) 434-5165.

Signed: _____ Title: _____
 Name: _____ Company: _____
 Date: _____

Please return this form along with the fee to the Department of Buildings & Regulatory Compliance - Make checks payable to "City of Albany".

Credit Card Information

Card Number: _____ Exp. Date: _____ CVV #: _____

Thank you!