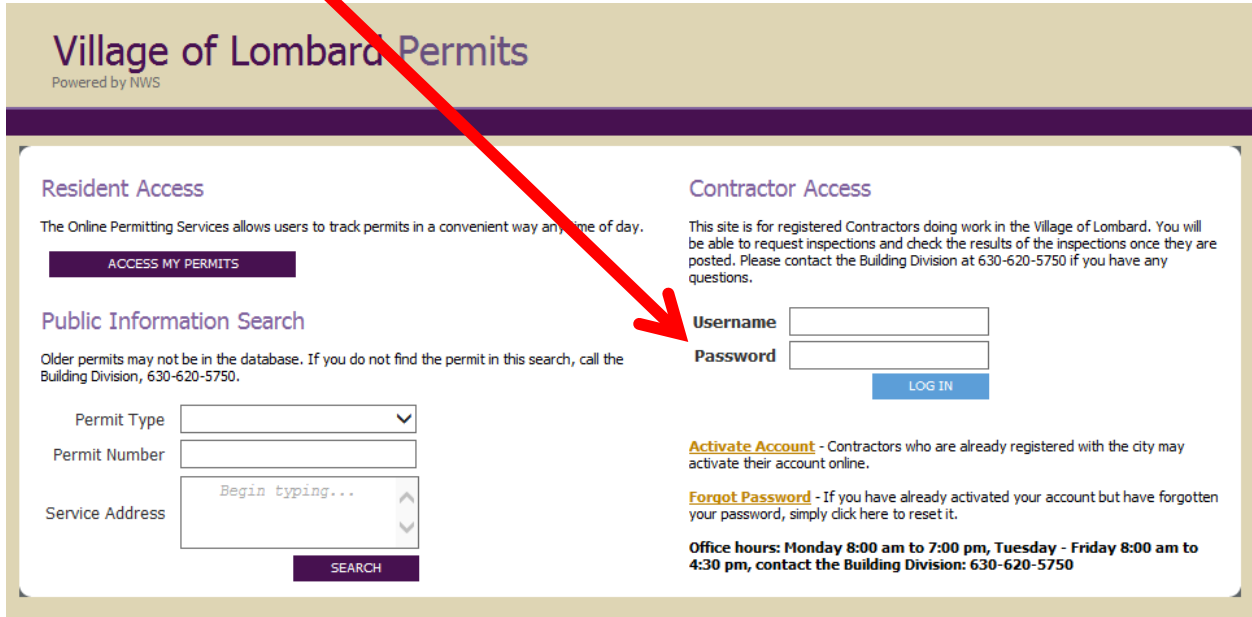


## How to Request a Permit Through the Village of Lombard ePermits Site – Contractors

Go to: [villageoflombard.org/epermits](http://villageoflombard.org/epermits)

Enter your username and password here and click LOG IN.



**Village of Lombard Permits**  
Powered by NWS

**Resident Access**  
The Online Permitting Services allows users to track permits in a convenient way any time of day.  
[ACCESS MY PERMITS](#)

**Public Information Search**  
Older permits may not be in the database. If you do not find the permit in this search, call the Building Division, 630-620-5750.

Permit Type

Permit Number

Service Address

[SEARCH](#)

**Contractor Access**  
This site is for registered Contractors doing work in the Village of Lombard. You will be able to request inspections and check the results of the inspections once they are posted. Please contact the Building Division at 630-620-5750 if you have any questions.

Username

Password

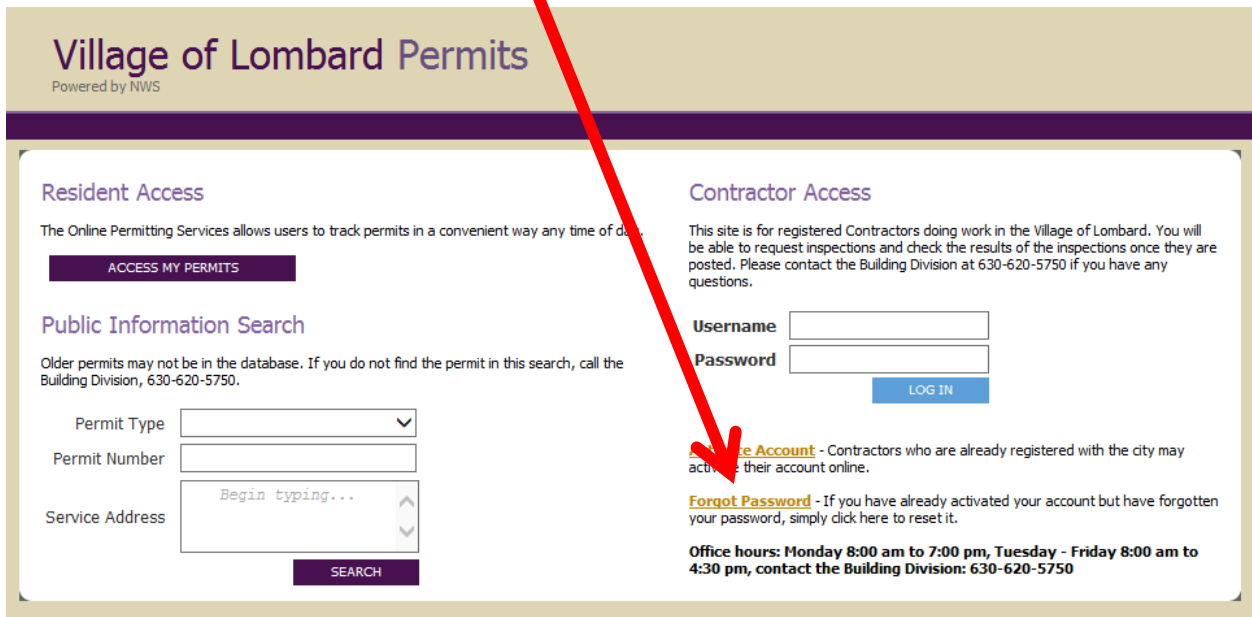
[LOG IN](#)

**Activate Account** - Contractors who are already registered with the city may activate their account online.

**Forgot Password** - If you have already activated your account but have forgotten your password, simply click here to reset it.

**Office hours: Monday 8:00 am to 7:00 pm, Tuesday - Friday 8:00 am to 4:30 pm, contact the Building Division: 630-620-5750**

If you have forgotten your password, click here.



**Village of Lombard Permits**  
Powered by NWS

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Username

Password

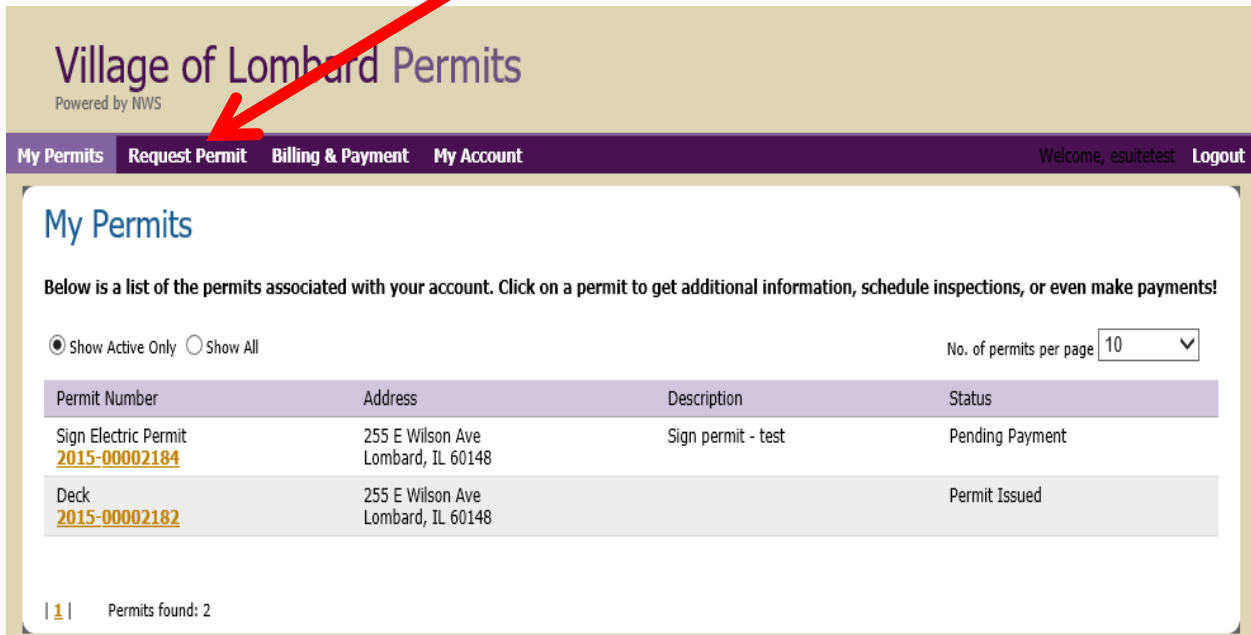
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**Office hours: Monday 8:00 am to 7:00 pm, Tuesday - Friday 8:00 am to 4:30 pm, contact the Building Division: 630-620-5750**

Once you are logged in, click on "Request Permit"



Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esutetest Logout

### My Permits

Below is a list of the permits associated with your account. Click on a permit to get additional information, schedule inspections, or even make payments!

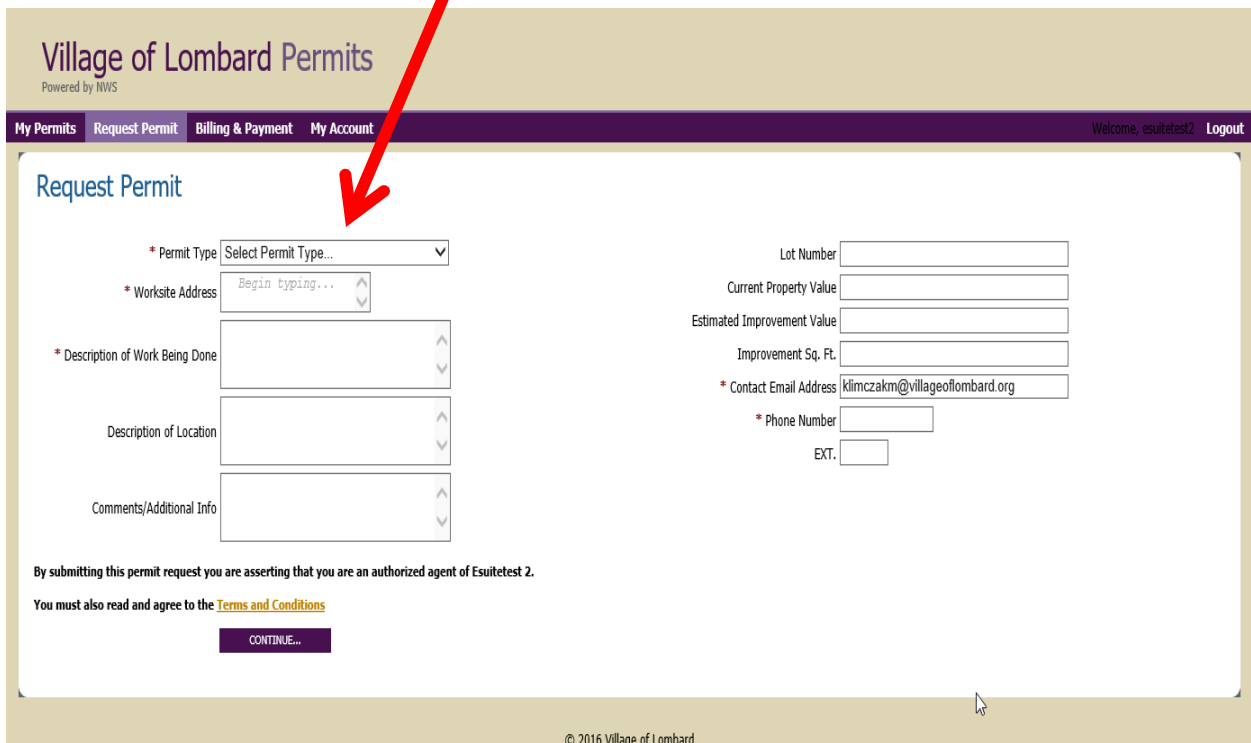
Show Active Only  Show All No. of permits per page

Permit Number	Address	Description	Status
Sign Electric Permit <a href="#">2015-00002184</a>	255 E Wilson Ave Lombard, IL 60148	Sign permit - test	Pending Payment
Deck <a href="#">2015-00002182</a>	255 E Wilson Ave Lombard, IL 60148		Permit Issued

1 | Permits found: 2

In the "Request Permit" screen

Select your permit type from the drop down (not all permit types are available at this time). If you receive a message that you are ineligible, contact [buildingdivision@villageoflombard.org](mailto:buildingdivision@villageoflombard.org) or call 630-620-5750



Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

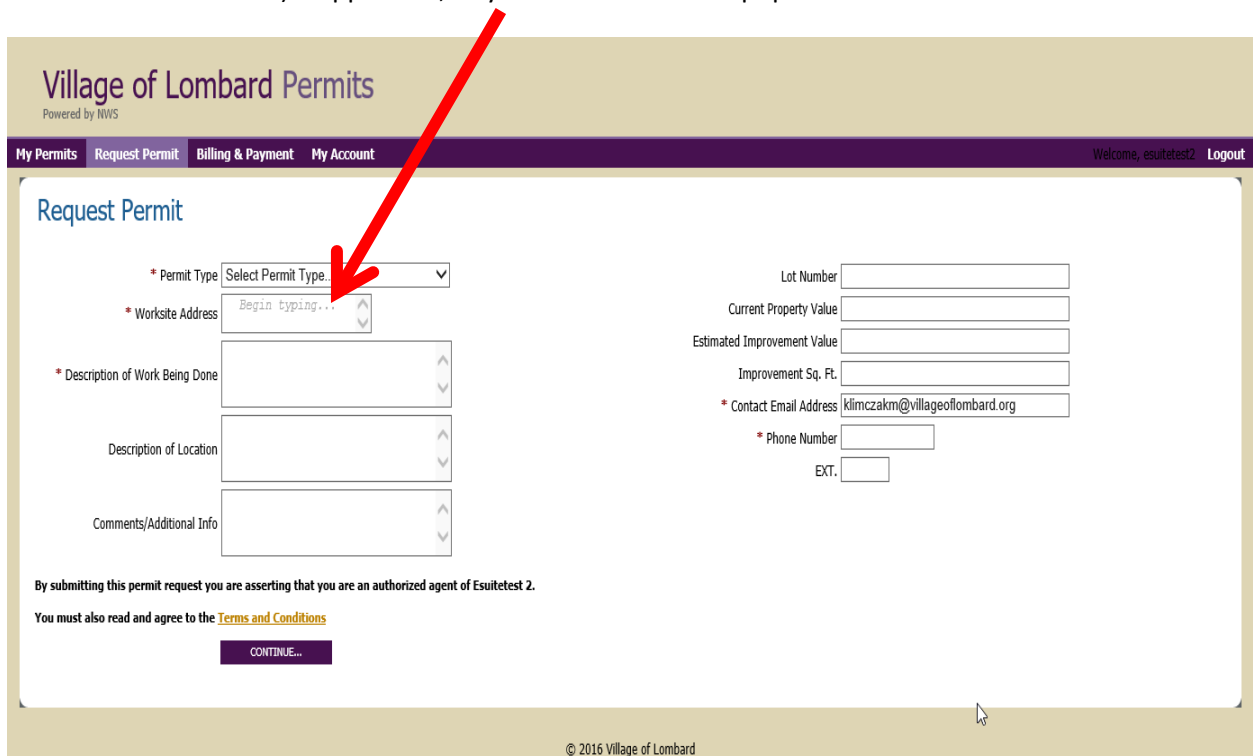
\* Phone Number

EXT.

By submitting this permit request you are asserting that you are an authorized agent of Esutetest 2.  
You must also read and agree to the [Terms and Conditions](#)

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Enter the worksite address. As you are entering the address it will begin to populate with potential matches, select the correct address. You must enter the correct directional (N for North, S for South, W for West and E for East) if applicable, or your address will not populate.



Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

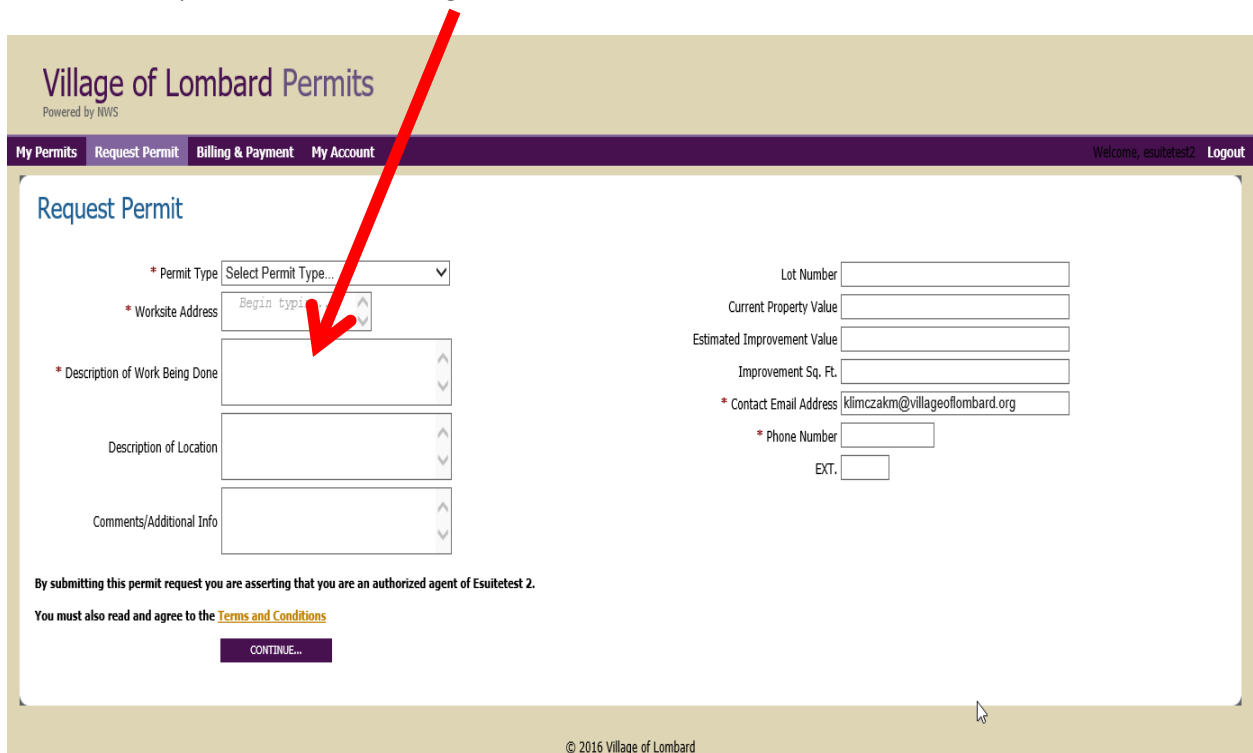
EXT.

By submitting this permit request you are asserting that you are an authorized agent of Esutetest 2.

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-Enter a description of the work being done



Village of Lombard Permits  
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My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

EXT.

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Enter an Estimated Improvement Value

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My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

EXT.

By submitting this permit request you are asserting that you are an authorized agent of Esutetest 2.  
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Enter a Contact Email Address

Village of Lombard Permits  
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My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

EXT.

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Enter a Phone Number

Village of Lombard Permits  
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My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

Contact Email Address

\* Phone Number

EXT.

By submitting this permit request you are asserting that you are an authorized agent of Esutetest 2.  
You must also read and agree to the [Terms and Conditions](#)

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Read the Terms and Conditions, other fields are not mandatory, but can be used if needed

Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esutetest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

EXT.

By submitting this permit request you are asserting that you are an authorized agent of Esutetest 2.  
You must also read and agree to the [Terms and Conditions](#)

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Click "Continue"

Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esuitest2 Logout

### Request Permit

\* Permit Type

\* Worksite Address

\* Description of Work Being Done

Description of Location

Comments/Additional Info

Lot Number

Current Property Value

Estimated Improvement Value

Improvement Sq. Ft.

\* Contact Email Address

\* Phone Number

EXT.

By submitting this permit request you are certifying that you are an authorized agent of Esuitest 2.  
You must also read and agree to the [Terms and Conditions](#)

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You will now be on the "Billing & Payment" screen. Please review your permit request, make sure the box is checked for the permit that you are requesting at this time, and then click "Complete Payment"

Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esuitest2 Logout

### Billing & Payment

#### Selected Items

The following items are selected to be paid during this transaction. You may also select additional items (below) to be included in this transaction.

<input checked="" type="checkbox"/>	<b>2016-0000103 - Instant Window Replacemnt Permit</b>	<b>\$61.00</b>
	Instant Permit Admin Fee	\$20.00
	Instant Window Permit Fee	\$41.00
	<b>Total</b>	<b>\$61.00</b>

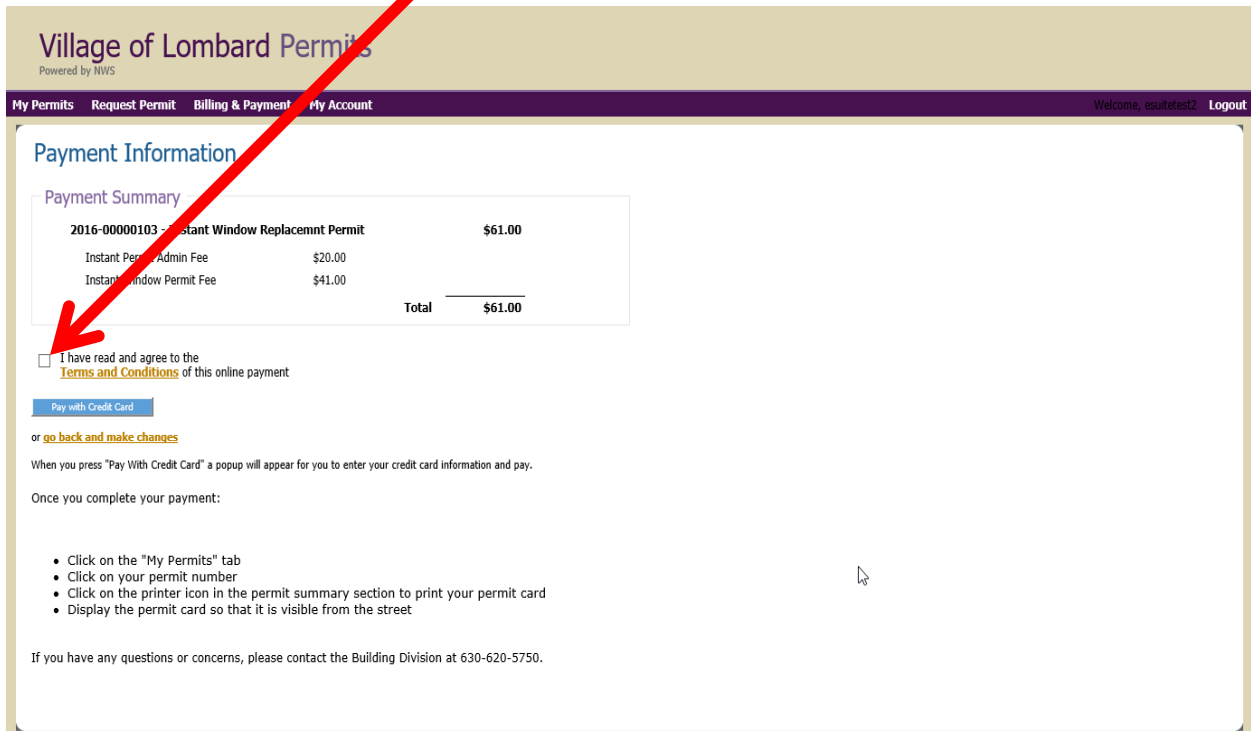
#### Additional Unpaid Items

Check items below to add them to this payment.

<input type="checkbox"/>	<b>2015-00002612 - Deck</b>	<b>\$89.00</b>
	Addition Alteration Residential	\$89.00
<input type="checkbox"/>	<b>2016-00000087 - Instant Residential Roof Permit</b>	<b>\$20.00</b>
	Instant Permit Admin Fee	\$20.00
	<b>Total</b>	<b>\$109.00</b>

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You will be directed to the “Payment Information” screen. Review your request, then check the box that you have read and agree to the Terms and Conditions.



Village of Lombard Permits  
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My Permits Request Permit Billing & Payment My Account Welcome, esuitest2 Logout

### Payment Information

Payment Summary

2016-00000103 - Instant Window Replacemnt Permit		\$61.00
Instant Permit Admin Fee	\$20.00	
Instant Window Permit Fee	\$41.00	
<b>Total</b>		<b>\$61.00</b>

I have read and agree to the [Terms and Conditions](#) of this online payment

[Pay with Credit Card](#)

or [go back and make changes](#)

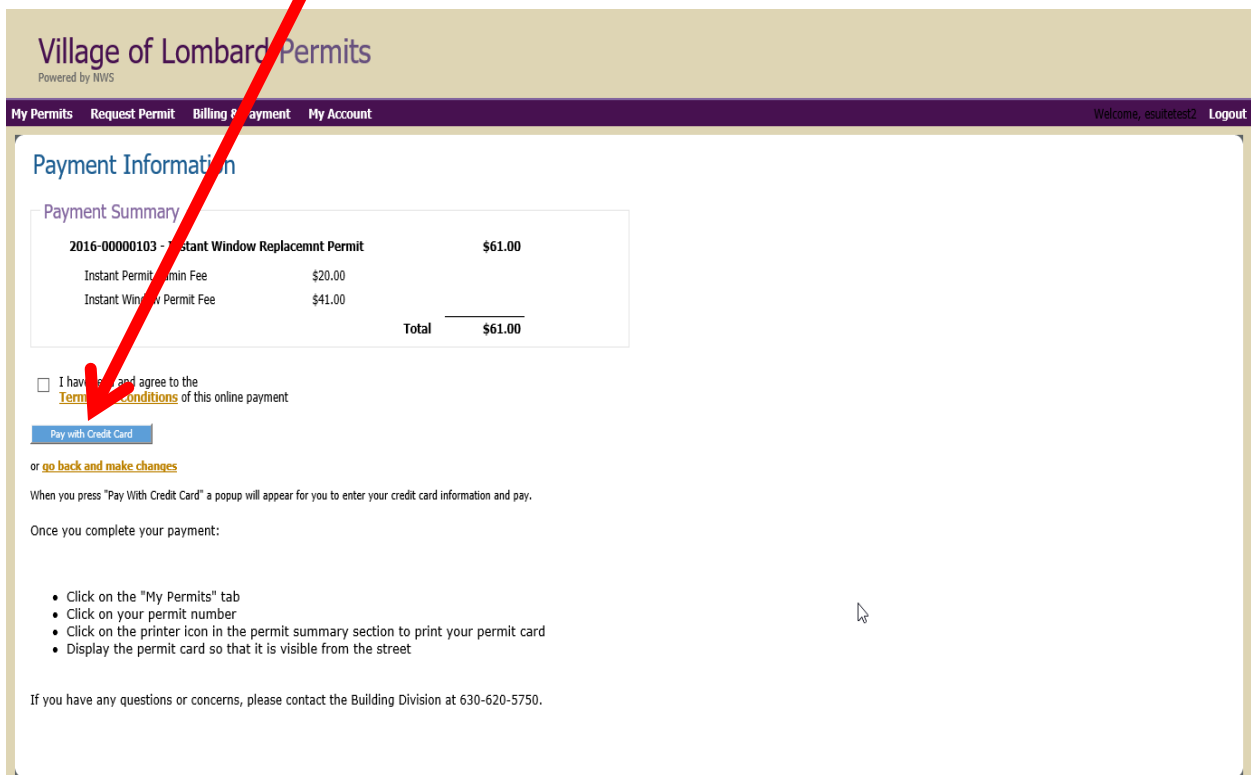
When you press "Pay With Credit Card" a popup will appear for you to enter your credit card information and pay.

Once you complete your payment:

- Click on the "My Permits" tab
- Click on your permit number
- Click on the printer icon in the permit summary section to print your permit card
- Display the permit card so that it is visible from the street

If you have any questions or concerns, please contact the Building Division at 630-620-5750.

Then click “Pay with Credit Card”



Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esuitest2 Logout

### Payment Information

Payment Summary

2016-00000103 - Instant Window Replacemnt Permit		\$61.00
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<b>Total</b>		<b>\$61.00</b>

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[Pay with Credit Card](#)

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If you have any questions or concerns, please contact the Building Division at 630-620-5750.

You will now be re-directed to our payment site. Please fill in all the required fields and credit card information. Then click "Make Payment"

### BILLING INFORMATION

(Must match the billing address for your credit card)

Name:  \*

Address:

Address:

City:

State / Zip:  /




Phone:

Email:

Licensing and permits:

### PAYMENT INFORMATION

Payment Method:

Powered by [Bridgepay Network Solutions.](#)



If your payment is successful, you will be emailed a Payment Receipt, and you can print a copy here. A receipt will be emailed to you also. You can now click "Return to Permits"

## Payment Receipt

Your payment was successfully processed! We recommend that you [print this receipt](#) for your records.

**Confirmation #** 007069

**Account #** elicensing and epermits

**Date** 1/28/2016 10:50:24 AM

**Payment Amount** 61.00

**Total Charge** 61.00

Payments may take 24-48 hours to post to your account.

[RETURN TO PERMITS](#)

You are now back to the ePermits website. Click "My Permits"

The screenshot shows the Village of Lombard Permits website interface. At the top, the header reads "Village of Lombard Permits" with "Powered by NWS" below it. A navigation bar contains links for "My Permits", "Request Permit", "Billing & Payment", and "My Account". The main content area displays a confirmation message: "Your Payment Was Successfully Submitted". Below this, a section titled "Paid Permits" contains a table with the following items:

<b>2016-00000103 - Instant Window Replacemnt Permit</b>		<b>\$61.00</b>
Instant Permit Admin Fee	\$20.00	
Instant Window Permit Fee	\$41.00	
<b>Total</b>		<b>\$61.00</b>

At the bottom of the page, the copyright notice reads "© 2016 Village of Lombard".

Click on the permit that you just requested

Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account Welcome, esuiteest2 Logout

### My Permits

Below is a list of the permits associated with your account. Click on a permit to get additional information, schedule inspections, or even make payments!

Show Active Only  Show All No. of permits per page: 10

Permit Number	Address	Description	Status
Instant Residential Roof Permit 2016-0000087	1139 N Garfield St Lombard, IL 60148	Testing purposes for production with analytics	Pending Payment
Deck 2015-00002613	1139 N Garfield St Lombard, IL 60148	another test	Permit Created
Deck 2015-00002612	1139 N Garfield St Lombard, IL 60148	Scott Test	Pending Payment
Instant Window Replacemnt Permit 2016-0000103	1139 N Garfield St Lombard, IL 60148	Replacement of pocket windows, including flashing	Permit Issued
Instant Window Replacemnt Permit 2016-0000100	1139 N Garfield St Lombard, IL 60148	Test	Permit Issued
Instant Residential Furnace Prmt 2016-0000099	1139 N Garfield St Lombard, IL 60148	Test	Permit Issued
Instant Radon Mitigation Permit 2016-0000098	1139 N Garfield St Lombard, IL 60148	Test	Permit Issued
Instant Electric Svc Upgd to 200 2016-0000097	1139 N Garfield St Lombard, IL 60148	Test	Permit Issued
Instant Electric Svc Upgd to 100 2016-0000096	1139 N Garfield St Lombard, IL 60148	Test	Permit Issued
Instant Residential Roof Permit 2016-0000088	1139 N Garfield St Lombard, IL 60148	Production test instant with analytics	Permit Issued

11 | Permits found: 10


You can now print your permit card by clicking on the printer icon. Please display it so that it is visible from the street.

Village of Lombard Permits  
Powered by NWS

My Permits Request Permit Billing & Payment My Account

### Permit Summary

<b>Permit Type</b>	Instant Window Replacemnt Permit
<b>Permit #</b>	2016-0000103
<b>Application #</b>	
<b>Status</b>	Permit Issued on 01/28/2016
<b>Issued To</b>	Contractor

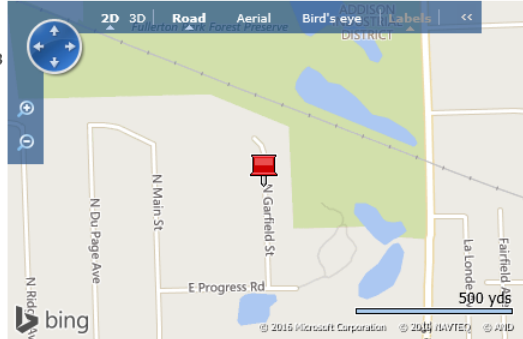


### Payment Summary

<b>Total Charges</b>	\$61.00
<b>Amount Collected</b>	\$61.00
<b>Total Due</b>	\$0.00
<b>Paid On</b>	01/28/2016

### Location

<b>Primary Owner</b>	Village of Lombard
<b>Address</b>	1139 N Garfield St Lombard, IL 60148
<b>Parcel</b>	0332301026
<b>Description</b>	
<b>Lot Number</b>	
<b>Subdivision</b>	



If you have any questions or problems, please contact [buildingdivision@villageoflombard.org](mailto:buildingdivision@villageoflombard.org) or call 630-620-5750.