

Hauling Permit Process

1. Request an application by:
 - a) Call - (757) 514-7607 for a faxed copy of the application
 - b) Download application - from City of Suffolk webpage www.suffolk.va.us
2. Complete and sign the application. The application may be faxed, mailed, delivered or emailed.
 - o **Fax:** (757) 923-2484
 - o **Mail or delivered:** 866 Carolina Road, Suffolk, Virginia 23434 (Permits Office)
 - o **Email:** sgriffin@city.suffolk.va.us
3. Application must be reviewed by the Permits Office to determine if an Engineering Study is required for the requested route of travel. The Permits Office will provide the estimated cost for the Study and permit, at which time the applicant will be issued a Control Number (REQUIRED to make payment). The customer must contact the City of Suffolk Treasurer's office where ALL payments must be made.

City of Suffolk Treasurer's Office
441 Market Street Suffolk, Virginia 23434
(757) 514-4275

Made payable to Ronald H. Williams, Treasurer

4. When verification from the Treasurer's Office that the payment has been made, the Permits Office will begin processing the permit.

**Any questions regarding the process please call (757) 514-7607.