

Uniform Construction Code Standard Form Print Specifications

Revised: 12-2018

Following are the print specifications for the Uniform Construction Code Standard Forms. Please note that while in some cases the exact weight and color of paper as well as ink color is prescribed, in others, only the form content is dictated, though a paper weight and color, and/or ink color may be recommended.

Distinguishing between required and recommended specifications results from the evolution of the construction code enforcement management software, such as the department's UCCARS and now, PermitsNJ applications, which produce some of the UCC standard forms as system output, and as a matter of practicality, all in black ink on white paper.

REQUIRED FORMS –REQUIRED SPECIFICATIONS

<u>FORM NUMBER</u>	<u>DESCRIPTION & REQUIRED SPECIFICATIONS</u>
UCC-F100	CONSTRUCTION PERMIT APPLICATION FILE FOLDER. 11 ¾" x 17 ½" Flat, folded on center for letter size (or 14 ¾ x 17 ½" flat, folded on center for legal size). 110 lb. manila or buff index or equal. Print black ink on two sides.
UCC-F180	CONSTRUCTION PERMIT NOTICE. 6" x 8" placard, 150 lb. tag or equal in bright yellow with black ink for print. Print for outdoor use. (Second side is optional. Print back to back.) Note: This form is for office use only and may not be purchased by the public.
UCC-F221	INSPECTION STICKER APPROVAL FOR BUILDING. 4" x 4" permanent pressure sensitive white printed with black ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F222	INSPECTION STICKER APPROVAL FOR ELECTRIC. 4" x 4" permanent pressure sensitive white printed with pantone purple ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F223	INSPECTION STICKER APPROVAL FOR PLUMBING. 4" x 4" permanent pressure sensitive white printed with reflex blue ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F224	INSPECTION STICKER APPROVAL FOR FIRE PROTECTION. 4" x 4" permanent pressure sensitive white printed with warm red ink. Note: This form is for office use only and may not be purchased by the public.

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<u>FORM NUMBER</u>	<u>DESCRIPTION & REQUIRED SPECIFICATIONS</u>
UCC-F225	INSPECTION STICKER APPROVAL FOR ELEVATOR. 4" x 4" permanent pressure sensitive white printed with pantone green ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F226	INSPECTION STICKER APPROVAL FOR MECHANICAL. 4" x 4" permanent pressure sensitive white printed with radiant yellow ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F230	INSPECTION STICKER NOT APPROVED. 4" x 4" permanent pressure sensitive fluorescent red printed with black ink. Note: This form is for office use only and may not be purchased by the public.
UCC-F245	UNSAFE STRUCTURE NOTICE. 6" x 8" placard, 150 lb. tag or equal. Fluorescent red printed with black letters. Print for outdoor use.
UCC-F255	STOP CONSTRUCTION NOTICE. 6" x 8" placard, 150 lb. tag or equal. Fluorescent red printed with black letters. Print for outdoor use.
UCC-F320	ELEVATOR NOTICE. 5 ½" x 8 ½", 110 lb. white. Print black ink on one side.
UCC-F325	NOTICE OF ELEVATOR DEVICE SEALED OUT OF OPERATION. 6" x 8" placard, 150 lb. tag or equal. Fluorescent red printed with black letters. Print for outdoor use.
UCC-F350	CUT-IN-CARD. 4" x 5 ½", three part, pre-collated, carbonless sets glued on left side. Part 1 white, Part 2 canary, Part 3 pink. Print black ink on one side.

REQUIRED FORMS –RECOMMENDED SPECIFICATIONS

<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-F101	CONSENT TO UNDERTAKE PROPOSED WORK. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F110	BUILDING SUBCODE TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print black ink on one side.

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<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-F120	ELECTRICAL SUBCODE TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print pantone purple on one side.
UCC-F130	PLUMBING SUBCODE TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print reflex blue on one side.
UCC-F140	FIRE PROTECTION SUBCODE TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print warm red on one side.
UCC-F145	MECHANICAL INSPECTOR TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print black on one side.
UCC-F150	ELEVATOR SUBCODE TECHNICAL SECTION. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print pantone green on one side.
UCC-F155	ELEVATOR SUBCODE MULTIPLE DEVICES. 8 ½" x 11", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Note: While technical sections may be printed in any color or colors of ink, we recommend all parts print pantone green on one side.
UCC-F160	APPLICATION FOR VARIATION. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F170	CONSTRUCTION PERMIT AND REQUIRED INSPECTIONS. 5 ½" x 8 ½", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Print on two sides; side one in black ink, side two in black ink screened to be readable. This form is for office use only and may not be purchased by the public.

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<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-F190	PERMIT UPDATE. 5 ½" x 8 ½", four part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink, Part 4 goldenrod. Print black ink on one side. This form is for office use only and may not be purchased by the public.
UCC-F211	NOTICE OF VIOLATION AND ORDER TO TERMINATE. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F212	NOTICE AND ORDER OF PENALTY. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F213	NOTICE OF VIOLATION AND ORDER TO TERMINATE (Post-Certificate of Occupancy –Residential Construction). 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F214	NOTICE AND ORDER OF PENALTY (Post-Certificate of Occupancy –Residential Construction). 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F241	NOTICE OF UNSAFE STRUCTURE. 8 ½" x 11", three part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink. Print black ink on one side.
UCC-F242	NOTICE OF IMMINENT HAZARD. 8 ½" x 11", three part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink. Print black ink on one side.
UCC-F250	STOP CONSTRUCTION ORDER. 8 ½" x 11", three part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink. Print black ink on one side.
UCC-F260	CERTIFICATE. 8 ½" x 11", three part, pre-collated, carbonless sets to be glued on left edge. Part 1 white, Part 2 canary, Part 3 pink. Print black ink on one side. This form is for office use only and may not be purchased by the public.
UCC-F270	APPLICATION FOR CERTIFICATE. 8 ½"x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F310	ELEVATOR INSPECTION. 8 ½" x 11", 20 lb. bond white paper. Print black ink.
UCC-F326	UCC ELEVATOR DEVICE ACCIDENT/INCIDENT REPORT. 8 ½" X 11", 20 lb. bond white paper. Print black ink on one side.

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<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-F360	DENIAL OF PERMIT. 8 ½" x 11", two part, pre-collated, carbonless sets glued on left side. Part 1 white, Part 2 canary. Print black ink on one side.
UCC-F370	CHIMNEY CERTIFICATION FOR REPLACEMENT OF FUEL FIRED EQUIPMENT. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F380	Fire Sprinkler Hydraulic Data Plate. 8 ½" x 11", 110-lb. White index or equal. Print black ink on one side.
UCC-F390	Framing Checklist. 8 ½" x 11", 20 lb. bond white paper. Print black ink on both sides.
UCC-F391	Digital Alarm Communicator Transmitters (DACT) Utilizing Managed Facility Voice Networks (MFVN) Verification Form. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F392	Air Barrier and Insulation Checklist. 8 ½" x 11", 20 lb. bond white paper. Print black ink on both sides.

OPTIONAL FORMS –RECOMMENDED SPECIFICATIONS

<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-F200	INSPECTION NOTICE. 4 ¼" x 5 ½", 20 lb. bond or equivalent. Print black ink on one side. 100 per pad w/o chip board.
UCC-F280	T.C.O. CONTROL CARD. 3" x 5" card, 90lb. white index or equal. Print black ink on one side.
UCC-F290	ONGOING INSPECTION CONTROL CARD. 3" x 5" card, 90 lb. white index or equal. Print black ink on one side.
UCC-F300	ONGOING INSPECTIONS SCHEDULE. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.
UCC-F375	TICKLER/X-REF CARD. 3" x 5" card, 90 lb. white index or equal. Print black ink on one side.
UCC-R800	DAILY/WEEKLY INSPECTORS REPORT. 8 ½" x 11", 20 lb. bond white paper. Print black ink on one side.

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REQUIRED LOGS –RECOMMENDED SPECIFICATIONS

<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-L700	PERMIT FEE LOG. 8 ½” x 14”, 20 lb. bond white paper. Print in black ink. May be printed one or two sides for log book.
UCC-L710	INSPECTION LOG. 8 ½” x 11”, 20 lb. bond white paper. Print in black ink. May be printed one or two sides for log book.
UCC-L720	CERTIFICATE LOG. 8 ½” x 14”, 20 lb. bond white paper. Print in black ink. May be printed one or two sides for log book.
UCC-L730	ONGOING INSPECTION LOG. 8 ½” x 14”, 20 lb. bond white paper. Print in black ink. May be printed one or two sides for log book.

REQUIRED REPORTS –RECOMMENDED SPECIFICATIONS

<u>FORM NUMBER</u>	<u>DESCRIPTION & RECOMMENDED SPECIFICATIONS</u>
UCC-R811	MUNICIPAL MONTHLY ACTIVITY REPORT (Certificates). 8 ½” x 11”, 20 lb. bond white paper. Print black ink on one side.
UCC-R812	MUNICIPAL MONTHLY ACTIVITY REPORT (Permits). 8 ½” x 11”, 20 lb. bond white paper. Print black ink on one side.
UCC-R840	STATE PERMIT SURCHARGE FEES. 8 ½” x 11”, 20 lb. bond white paper. Print black ink on one side.