



# Address Application and Display Requirements

## Application

1. Please fill out the Address Application with your current mailing address, daytime phone number, and parcel (or tax ID) number. If you are requesting an address for a lot in a plat, include the name of the plat and your lot number.

2. If your property is not in a plat, **please include a map or drawing of your parcel which shows your proposed driveway.** Add the addresses and driveway locations of your

neighbors on either side and across the street, if possible.

3. The address assignment fee is \$35.00.

4. Return this form, map, and \$35.00 (checks made payable to Whatcom County Engineering), to: Whatcom County Engineering Division, 5280 Northwest Drive Suite C, Bellingham WA, 98226. We will process your address within five working days and mail you your new address.

Owner name: \_\_\_\_\_

Parcel number: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Plat name: \_\_\_\_\_  
Div. \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Phone number: \_\_\_\_\_

Current Permits: \_\_\_\_\_

For: \_\_\_\_\_

Notes/Comments: \_\_\_\_\_

Date received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_

## Address Display Requirements

Per International Fire Code 505.

1. Address numbers must be displayed on your house and mailbox. The address numbers on your house must be at least four (4) inches in height. Mailbox numbers must be at least one inch high. For further information on mailbox placement and identification please call your local post office.

2. If your house is not visible from the road, you must place an address post at the driveway/road intersection. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of four (4) inches in height, contrast with their background, reflective, clearly displayed, and visible from both directions. See Addressing Handout 7 for more information.

### Whatcom County Public Works – Engineering Division

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