



Montana Department of LABOR & INDUSTRY

Business Standards Division

BUILDING CODE EDUCATION FUND ASSESSMENT ANNUAL PAYMENT BUILDING FEES AND CHARGES COLLECTED JULY 1, 2024 THROUGH JUNE 30, 2025

DUE: SEPTEMBER 1, 2025

Authority: §50-60-106 (2) (g) (iii), MCA and ARM 24.301.211

Mail to: Department of Labor & Industry
Building Codes Program
PO Box 200517
Helena MT 59620

- Use this form if your jurisdiction's annual revenue from building fees is **\$100,000 or less**
- Please note on the check that the payment is for the Building Code Education Fund.
- Do not combine this payment with any other Building Code Bureau fees your city/county may owe.

Complete the assessment calculation below and return this letter with your payment.

Name of Jurisdiction: _____

Determine the gross revenue collected between July 1, 2024 and June 30, 2025, for all building permit and plan review related items. Electrical, plumbing and mechanical permit related fees are not required to be included.

Building Permit Revenues: _____

Multiply building permit revenues by .005 to determine assessment.

$$(.005) \times \frac{\text{_____}}{\text{(revenue)}} = \frac{\text{_____}}{\text{(assessment)}}$$

*******Please provide email for important information and notifications. *******

Email: _____



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24.301.211 BUILDING CODES EDUCATION FUND ASSESSMENT

(1) Cities, counties, and towns, which are certified for the enforcement of building-related codes shall remit to the department 0.5 percent of building fees or charges collected for deposit into a building codes education fund.

(2) Cities, counties, and towns with annual revenues from building fees and charges of \$100,000 or more shall make the payment to the building codes education fund in two semiannual installments, the first half on or before February 1, for revenues collected between the preceding July 1 and December 31, and the second half on or before September 1 for revenues collected between the preceding January 1 and June 30. Cities, counties, and towns with annual revenues from building fees and charges of less than \$100,000 may make one annual payment on or before September 1 for revenues collected between the preceding July 1 and June 30.

History: 50-60-203, MCA; IMP, 50-60-203, MCA; NEW, 1999 MAR p. 1885, Eff. 10/1/99; TRANS, from Commerce, & AMD, 2001 MAR p. 2293, Eff. 11/22/01; AMD, 2003 MAR p. 2299, Eff. 10/17/03.