

**City of Sandwich
Building Department
144 E. Railroad Street
Sandwich Il 60548
815-786-8802**

How to submit and pay for permits

Submittals

Email complete submittal; we do not enlarge.

Tsteffens@sandwich.il.us

If larger plans, documents, etc., are required to be submitted, please mail the complete submittal to:

**Building Official
144 E. Railroad St
Sandwich Il 60548**

Hand delivery

Enter City Hall on Pearl Street

Someone should be here from 8:00 to 5:00 Monday thru Friday

Drop Boxes

There is a drop box on Railroad Street between city and opera house entrances on north wall. Checks and small envelopes can be dropped in there.

Another drop box has been installed on Pearl Street (north of entrance/ steps to city hall) just south of Railroad Street. Any submittals, especially larger ones can be dropped here.

Payments

Make checks out to The City of Sandwich

Phone number for credit card payment:

815-786-9321

Address for payment:

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