



TEMP CERTIFICATE OF OCCUPANCY

(Please print clearly)

| Property/Business Owner Information | | Applicant/Contractor Information | |
|--|-------|--|--|
| Project Address | | General Contractor (Company Name) | |
| Lot | Block | Applicant Name | |
| Subdivision | | Applicant Email | |
| Property Owner Name | | Applicant Phone | |
| Property Owner Address | | Contact person (if different than above) | |
| City / State / Zip | | Cell phone: | |

| Request Information | |
|---|------------|
| Length Of Time Requested : <input type="checkbox"/> 60 DAYS <input type="checkbox"/> 120 DAYS <input type="checkbox"/> 180 DAYS | |
| Reason For Request: _____ _____ | |
| Outstanding Items Required By: <input type="checkbox"/> Building Inspections <input type="checkbox"/> Public Works <input type="checkbox"/> Planning | |
| My signature below attests I am responsible for fee due if TCO allowed to expire (request extension in advance) | |
| Applicant Signature | |
| Printed Name: | Signature: |

Office Use Only

| Permit No | Items Incomplete/Outstanding |
|----------------------------|------------------------------|
| Date | 1) _____ |
| Inspector Approval | 2) _____ |
| Building Official Approval | 3) _____ |
| | 4) _____ |
| | 5) _____ |