



# APPLICATION FOR CERTIFICATE

Permit # \_\_\_\_\_  
Date Issued \_\_\_\_\_  
- or -  
Control # \_\_\_\_\_  
Certificate Application Received: \_\_\_\_\_  
Certificate Issued: \_\_\_\_\_

## IDENTIFICATION

Work Site Location \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Qualification Code \_\_\_\_\_  
\_\_\_\_\_  
Contractor \_\_\_\_\_  
Owner in Fee \_\_\_\_\_ Address \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Tel. \_\_\_\_\_  
Tel. \_\_\_\_\_ License No. \_\_\_\_\_  
Federal Employee No. \_\_\_\_\_

## ACTION

- CERTIFICATE OF OCCUPANCY
- CERTIFICATE OF CONTINUED OCCUPANCY
- LEAD HAZARD ABATEMENT CERTIFICATE OF CLEARANCE
- TEMPORARY CERTIFICATE OF OCCUPANCY

USE GROUP \_\_\_\_\_ Previous \_\_\_\_\_ Current \_\_\_\_\_

**FINAL COST OF CONSTRUCTION:** \$ \_\_\_\_\_

(Include value of any new structure, all on-site improvements, built-in furnishings and fixtures and all integral equipment exclusive of process or manufacturing equipment.)

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Describe below any substantive deviation in dimension, lay out or appearance of the building or structure from the released plans and specifications filed with the construction permit application. Please note, a set of amended drawings may be required.

If you are requesting a Temporary Certificate of Occupancy, please explain why in the space below.

DESCRIPTION OF WORK/USE:

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I hereby attest that to the best of my knowledge, the completed project meets the conditions of the construction permit and all prior approvals, and all work has been completed substantially in accordance with the code and with those portions of the plans and specifications controlled by the code, with any substantial deviations noted. Incomplete items listed on a Temporary Certificate of Occupancy will be completed by the date on the Certificate.

SIGNED: \_\_\_\_\_  
OWNER/AGENT

- OWNER       AGENT

# BUYER/ TENANT ONLY

**PLEASE PRINT CLEARLY**

**NAME (LIST ALL OCCUPANTS)**


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**BUYER/TENANT SIGNATURE ONLY**

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**SIGNATURE OF THE PERSON SUBMITTING THIS APPLICATION**

<b>Date:</b>	<b>For Office Use Only</b>
<b>Fee\$</b>	
<b>Check #</b>	<b>Cash</b>
<b>Received by:</b>	