



1st Request	<input type="checkbox"/>
2nd Request	<input type="checkbox"/>
Add'tl.:	_____

Application for Temporary Certificate of Occupancy
Acknowledgement of Terms and Conditions

Date: _____

Name: _____

Property Address: _____

Master Permit No.: _____

The undersigned hereby acknowledges the following terms and conditions applicable to a Temporary Certificate of Occupancy request for the property and permit noted above.

In accordance with the Florida Building Code Section 111.3.1, The Building Official is authorized to issue a Temporary Certificate of Occupancy to permit the temporary use of a building or structure. The Building Official shall set a time period during which the temporary certificate of occupancy is valid. Such requests shall be submitted in writing by the contractor and approval shall be subject to a determination by the Building Official that all applicable code provisions relating to sanitary facilities, electrical service, means of egress, fire safety, structural, and life safety requirements have been satisfied.

An extension may be requested in writing to the Building Official 30 days prior to the expiration date of the initial Temporary Certificate of Occupancy.

The undersigned further acknowledge the above stated provisions and hold the City of Hollywood harmless for any events, consequences or expense arising through the granting of a Temporary Certificate of Occupancy for this property or the discontinuance of this certificate and other services to this property.

Signature - Owner or Commercial Tenant

Signature - Contractor Qualifier

Print Name - Owner or Commercial Tenant

Print Name - Contractor Qualifier

Contact Phone #

Contact Phone #

Company Name



Temporary Certificate of Occupancy (T.C.O.) Requirements

T.C.O. requirements include but not limited to:

- 1) All life safety related permits and sub permits closed including the public safety radio booster if required, associated Right of Way work, any fire suppression system or smoke control system;
- 2) Outside agency certification approvals complete and City approved (Broward County, F.D.O.T., Florida State, etc);
- 3) Planning and Zoning approvals complete with Commission requirements met;
- 4) Building systems (structural, electrical, plumbing, mechanical) almost 100% complete and City inspected;
- 5) Threshold and special inspector sign off letters City approved;
- 6) Final termite certificate City approved;
- 7) Final survey and elevation certificate City approved;
- 8) Flood and/or FEMA/CCCL requirements met (flood resistant construction in place and inspected; certification of breakaway construction by the designer of record City approved, etc);
- 9) Hurricane protection in place and inspected;
- 10) Site work complete and handicap accessible;
- 11) Payment of any required fees (Fire Assessment Fees, all required permits paid for, etc);
- 12) Any required easements or ROW dedications completed and recorded.
- 13) Release of lien, warranty and maintenance bond for public improvements.
- 14) Green Building Certification if required compliance must be up to date
- 15) BDA System must be 100% completed and inspected.