



DIVISION OF BUILDING SAFETY

201 South Rosalind Avenue, 1st Floor

Reply To: Post Office Box 2687 • Orlando, Florida 32802-2687

407-836-5768 • Fax 407-836-5492

www.ocfl.net/building

**APPLICATION FOR
TEMPORARY CERTIFICATE OF OCCUPANCY
(TCO)**

Permit Number: **B** _____

NEW **EXTENSION**

Project Name: _____

Project Address: _____

City: _____ Zip: _____

AREA(S) REQUESTED AND REASON FOR TEMPORARY CERTIFICATE OF OCCUPANCY:

Stocking

Training

Operation of Business

Comments: _____

1. Orange County Code Chapter 9 provides for issuance of Temporary Certificate of Occupancy (TCO) to use a portion or portions of a structure prior to the completion of the entire structure if the Building Official finds that no substantial hazard will result, and the portion(s) comply with the provisions of the technical codes and other applicable statutes and standards. If issued the TCO is subject to the conditions as deemed appropriate by Orange County. **A processing fee of \$153.00 must accompany this request** and any re-inspection fees and /or impact fees must be paid prior to the submittal of the TCO request.

2. Orange County Building Safety may suspend or revoke the TCO if it is determined that the building is in violation of any Orange County Code(s) or Regulation(s). TCO will be issued for a period of 30 days only. If after the 30 day TCO period, the project has not passed final inspections, a new request must be submitted, requesting a TCO extension and the reason for the extension. The TCO extension processing fee is \$153.00, plus any additional re-inspection fees. All TCO approvals must be re-approved again by all other applicable departments.

CONTRACTOR'S AFFIDAVIT: This is to certify that I am aware of my responsibility to obtain all Final Inspections and to obtain the required permanent Certificate of Occupancy or an extension of the TCO as described above. Sanctions against my license may be imposed for failure to obtain all necessary finals and the Permanent Certificate.

Company Name: _____ Contractor License number: _____

Contractor Name: _____

Date: ____/____/____

(Contractor Signature)

The foregoing instrument was acknowledged before me this ____ day of _____ of 20____,

by _____

who is personally known to me or who produced _____

as identification and who did not take an oath.

Seal

Notary Public (Signature)