

**HILLSBOROUGH COUNTY BUILDING SERVICES DIVISION**  
**Application for Temporary Certificate of Occupancy, Electrical Release and/or Commercial Stocking**

Building Permit # \_\_\_\_\_

Owner: \_\_\_\_\_ Address: \_\_\_\_\_  
 Project Name: \_\_\_\_\_ Address: \_\_\_\_\_

**Temporary Certificate of Occupancy \$154.00**

Date of Request: \_\_\_\_\_ Projected Date of Completion: \_\_\_\_\_  
 Areas Requested for Occupancy: \_\_\_\_\_  
 Reason for Request: \_\_\_\_\_  
 Identify Incomplete Work: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

1. Hillsborough County Construction Code 106.1.3 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 portions of the building may safely be occupied prior to final completion of the building final. Prior to the issuance of a TCO, a \$154.00 issuance fee must be paid.
2. Hillsborough County Building Services Division may suspend or revoke the TCO if it is determined that the building is in violation of any Hillsborough County Code or Regulation.
3. Prior to the expiration of the TCO, it is the responsibility of the Contractor to request required inspections for completion of permitted work. Approved final inspections are required by all applicable trades and departments prior to the issuance of a Certificate of Occupancy. If uncompleted work cannot be finished during the duration of the TCO, reapplication and a fee of \$15400 is required.
4. The TCO shall not be valid until acceptable inspections are completed, applicable fees are paid, the Certificate is signed by the Building Official or designee, and the Certificate has been posted in the occupied area.
5. Temporary approvals are valid for a maximum of thirty (30) calendar days and shall become null and void.

**Temporary Power \$77.00**

Date of Request: \_\_\_\_\_ Not to Exceed: \_\_\_\_\_ days  
 Type of Occupancy: \_\_\_\_\_ Date Released: \_\_\_\_\_

In consideration of the above release of temporary power, the undersigned agrees that no tenants or occupants will move into said structure until all inspections have been completed and approved and a Certificate of Occupancy by Hillsborough County has been issued. I understand that if I am in violation, I may be cited and fined for every day the structure is illegally occupied and the Temporary Power may be revoked.

**Commercial Stocking Request \$154.00**

Date of Request: \_\_\_\_\_ Projected Date of Completion: \_\_\_\_\_  
 Areas Requested for Stocking: \_\_\_\_\_  
 \_\_\_\_\_  
 Items to be Stocked: \_\_\_\_\_  
 \_\_\_\_\_

**As Contractor, I fully understand and agree to conform to the provisions of this application and any conditions associated with approvals.**

Contractor Signature: \_\_\_\_\_

Contractor Name/License #: \_\_\_\_\_  
 PRINT Name License #

Address: \_\_\_\_\_  
 City State ZIP

To be Completed by Building Services Division Staff

Approved Comments: \_\_\_\_\_  
 Disapproved \_\_\_\_\_  
 \_\_\_\_\_

PRINT Name Signature Date