



25325 FAIRMOUNT BLVD., BEACHWOOD, OH 44122

APPLICATION FOR OCCUPANCY PERMIT

In accordance with Ordinance No. 1973-24, the undersigned agrees to cooperate with the Building Department, in arranging for entry at _____, for the purpose of making an occupancy inspection. Failure to cooperate shall be grounds for refusal of an occupancy permit. This application must be filled out completely. The undersigned further agrees to the following:

- 1. Conditions, surroundings, and arrangements, to be maintained in accordance with all Ordinances and requirements of the Beachwood Fire department.
2. Complete plans and construction details must be filed on all projects for any change of owner, occupancy, and remodeling.
3. Submit application with \$50.00 filing fee.

BUILDING OWNER / AGENT: _____

Address: _____ Phone: _____ Contact Person: _____

PROPOSED TENANT: _____

Address of Occupancy Request _____ Suite Number _____

Phone: _____ Contact Person: _____

Proposed Date of Occupancy _____ Number of Occupants _____

Check below indicating reason for occupancy application

New Construction [] Change of Owner [] Alteration [] New Tenant []

**Company/Corporation/Business Tax Identification Number _____ (Required for issuance of Occupancy Permit)

No person shall occupy a structure before obtaining the required occupancy permit from the Building Commissioner. An inspection shall be performed at the above address and be approved, before the occupancy permit is issued.

Signature of Tenant _____ Date _____

Print Signature _____

*** In case of EMERGENCY contact: _____ Phone: _____

CLEARLY DEFINE, IN DETAIL, THE OPERATION OF THE BUSINESS, USE GROUP, CLASSIFICATION, ETC; ATTACH SEPARATE DOCUMENT IF NECESSARY

FOR OFFICE USE ONLY

BUILDING DEPARTMENT APPROVAL

FIRE DEPARTMENT APPROVAL

Final Inspection made by: _____

Final Inspection made by: _____

Date of Final Inspection: _____

Date of Final Inspection: _____

Approved [] Denied []

Approved [] Denied []