



REQUEST FOR OCCUPANCY

Must be submitted no less than 10 working days prior to the desired date of occupancy.

CONTACT INFORMATION		
Name:	Email address:	Phone number:
OCCUPANCY INFORMATION		
Building:	Date request submitted:	
Date ready for inspection:	Date occupancy requested:	
Note: Project Manager must be available to participate in the inspection. EHS will schedule the inspection on or after the date the building is ready for inspection. Failure to provide adequate time between inspection date and occupancy date may result in delayed occupancy.		
Edition of codes under which construction was designed (mechanical, electrical, plumbing, etc):		
Architectural firm:	General contractor:	
Group use:	Occupancy:	
Type of construction:		
Stipulations and/or exceptions:		
<input type="checkbox"/> APPROVED FOR FULL OCCUPANCY <input type="checkbox"/> APPROVED FOR TEMPORARY OCCUPANCY <input type="checkbox"/> PERMIT FOR OCCUPANCY DENIED	University Fire Marshall	Date
Deficiencies:		