



Department of Community Development and Code Compliance

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**APPLICATION FOR ISSUANCE OR RENEWAL OF TEMPORARY
CERTIFICATE OF OCCUPANCY**

DATE OF APPLICATION:

BUILDING PERMIT NUMBER:

PARCEL ID #:

CONTRACTOR'S NAME:

CONTRACTOR'S PHONE#:

JOB ADDRESS:

OWNER'S NAME:

OWNER'S PHONE #:

OWNER'S EMAIL:

CONTRACTOR'S EMAIL:

ITEMS NOT COMPLETED (DEFICIENT ITEMS NOTED ON FINAL INSPECTION TICKET):

REASON FOR WORK NOT BEING COMPLETED:

PLAN OF ACTION TO COMPLETE WORK AND ESTIMATED COMPLETION DATE:

Please note that filing this application does not guarantee issuance or renewal of a temporary certificate of occupancy. Approval will be based on the circumstances involved and will not be granted should there be life safety issues involved. The \$50.00 residential/\$125 commercial application fee is charged to offset the costs of investigating the request and will not be refunded should the request be denied.

Failure to obtain County approval for the completed work by the expiration date of the Temporary Certificate of Occupancy, or renewal of the temporary certificate of occupancy, will result in the issuance of a Notice of Violation for each item that remains to be corrected. Each violation may be punishable, upon conviction, by a fine of up to \$2500.00.

APPLICANT'S NAME (PRINT):

DATE:

APPLICANT'S SIGNATURE:

OFFICE USE ONLY

APPROVED BY:

APPROVAL DATE:

TEMP CO EXPIRATION DATE: