



SEMINOLE TRIBE OF FLORIDA
TRIBAL INSPECTOR'S DEPARTMENT
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RESIDENTIAL CERTIFICATE OF OCCUPANCY CLOSE-OUT DOCUMENTS

✓ CHECKLIST

- ☐ Completed Certificate request form by Permit Holder; addressed to Building Official;
- ☐ All Related Permits must have received a final approved inspection and permit closed
- ☐ Completed Permit Card; including Final inspection results and dates
- ☐ Final Elevation Certificate, Signed and Sealed
- ☐ Engineer's Certificate for Pad
- ☐ Energy Level Display Card Signed by an authorized agent
- ☐ Final Environmental Approval
- ☐ Final Public Works Utilities connection Approval
- ☐ Final Survey
- ☐ Final Termite Treatment Certificate furnished & signed
- ☐ Insulation Certificate signed by installing contractor for wall, ceiling and roof
- ☐ Re-inspection fees must be paid in full
- ☐ Soil Density Testing Reports
- ☐ Statement of Compliance Signed & Sealed by AOR/EOR
- ☐ Welder Certifications (if applicable)
- ☐ Energy, Sound and Impact Certificate (only applies to dwelling units with habitable space below or adjacent)

All required closeout documentation is the responsibility of the Contractor and owner. All documentation must be accurate and complete before CO issuance. Time-delays caused by incorrect and/or incomplete submittal documentation is entirely the responsibility of the Contractor / Owner, no exceptions.