

Application for a Permit to Occupy a Building Prior to Completion

This form is authorized under Clause 7.1(b) of the Town of East Gwillimbury's Building By-law

Office Use Only			
Application Number:		Date Received:	
Total Occupancy Permit Fee:		Received By:	
<input type="checkbox"/> Building Inspection Clearance		<input type="checkbox"/> Fire Prevention Inspection Clearance	
<input type="checkbox"/> Plumbing Inspection Clearance		<input type="checkbox"/> HVAC Inspection Clearance	
Comments:			
Occupancy authorized pursuant to Section 11(1) of the <i>Building Code Act, 1992, S.O, 1992 Ch.23</i> , as amended.			
Signature – Chief Building Official		Date	
A. Project Information			
Building Number, Street Name		Unit No.	Lot/Con.
Municipality	Postal Code	Building Permit Number/Other Description	
B. Applicant is <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized Agent of Owner			
Last Name	First Name	Corporation or Partnership	
Street Address		Unit No.	Lot/Con.
Municipality	Province	Postal Code	Email Address
Telephone Number	Fax Number	Cellular Number	
C. Owner (if different from applicant)			
Last Name	First Name	Corporation or Partnership	
Street Address		Unit No.	Lot/Con.
Municipality	Province	Postal Code	Email Address
Telephone Number	Fax Number	Cellular Number	

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D. Area to be Occupied

1) Total number of unit(s) proposed for occupancy in this application. _____ Unit(s)

Description (floor/unit number)

2) Total floor area proposed for occupancy in this application. _____ m²

Description of area

Plans showing the floor area of the building for which occupancy is requested are included in this application (if applicable). Yes No

E. Declaration of Applicant

I _____ declare that:

(please print name)

- 1) The information contained in this application, attached plans, and other attached documentation is true to the best of my knowledge.
- 2) If the owner is a corporation or partnership, I have authority to bind the corporation or partnership.

_____ Date

_____ Signature of Applicant

Personal information contained in this form is collected under the authority of the *Building Code Act, 1992*, and the Town of East Gwillimbury Building By-law and will be used to process the application for occupancy of a building prior to completion. Questions about this collection should be directed to the Chief Building Official, 19000 Leslie Street, Sharon, ON, L0G 1V0, 905.478.4282