



CITY OF TULSA TEMPORARY / PARTIAL CERTIFICATE OF OCCUPANCY APPLICATION

Date: _____
A/P#: _____

Note: Please print or type all data.

• Construction Address: _____ Suite Number: _____

DAY TIME CONTACT PERSON(S)	PHONE NO.	EMAIL

- Submit in person or mail to the Permit Specialist at the One-Stop Permit Center. Faxed submittals will not be accepted.
- There will be a charge for the Temporary or Partial Certificate of Occupancy at the time of application.

Temporary Certificate of Occupancy

Partial Temporary Certificate of Occupancy

Submit the following information with this form for a Temporary or Partial Temporary Certificate of Occupancy:

1. When applying for a Partial Temporary Certificate of Occupancy, submit one (1) floor plan identifying the location(s) you intend to occupy
2. State the reason the Temporary or Partial Temporary Certificate of Occupancy is needed (example: open permits, pending submittals, incomplete landscaping, phased construction, etc...)

3. State the requested time frame for the Temporary Certificate Occupancy

Beginning Occupancy Date: _____ Ending Occupancy Date: _____

Affidavit

I, _____, being duly sworn upon oath, state that I am the Owner Lessee Agent of Owner/Lessee and that I have the authority to make application for requested permit.

Signature of Owner, Lessee, or Authorized Agent

Subscribed and Sworn to Before Me this _____ Day of _____, _____.

My Commission Expires: _____

Notary Public