

**FINAL INSPECTION AND
CERTIFICATE OF OCCUPANCY REQUEST**
FRANKLIN COUNTY BUILDING DEPARTMENT
34 Forbes Street, Suite 1, Apalachicola, Florida 32320

Office Use Only
Permit #: _____
Contractor: _____
Final Inspection Date: _____
Notes: _____

REQUEST FORM MUST BE COMPLETE - INCOMPLETE FORMS WILL NOT BE ACCEPTED.

Permit Number: _____
Property Owner: _____
Address of New Structure: _____

Contractor Business Name: _____
Phone Number: _____
Email: _____
Flood Zone (where new construction is located) _____

INITIAL EACH ITEM BELOW TO VERIFY THAT THE REQUIREMENT HAS BEEN MET:

_____ ALL APPLICABLE SUPPLEMENTAL PERMITS HAVE BEEN ISSUED
_____ FINAL DRIVEWAY PERMIT FROM ROAD DEPARTMENT
_____ COMPLETE TERMITE TREATMENT DOCUMENTATION SUBMITTED
_____ HVAC COMPLIANCE (BLOWER DOOR TEST) SUBMITTED
_____ FINAL SEPTIC TANK APPROVAL HAS BEEN SUBMITTED (IF APPLICABLE)
_____ FINAL ELEVATION CERTIFICATE (IF STRUCTURE IS LOCATED IN SPECIAL FLOOD HAZARD AREA)
_____ V ZONE CERTIFICATE (V/VE FLOOD ZONES ONLY)

I, _____, HAVE VERIFIED FROM THE PERMIT PORTAL THAT ALL APPLICABLE
SUPPLEMENTAL PERMITS HAVE BEEN OBTAINED AND ALL FINAL DOCUMENTATION HAS BEEN SUBMITTED. I AM
REQUESTING A FINAL INSPECTION AND CERTIFICATE OF OCCUPANCY.

Owner/Contractor Signature Date