

C I T Y O F  
**JOHNSCREEK**

[www.JohnsCreekGA.gov](http://www.JohnsCreekGA.gov)

678-512-3200 ~ (fax) 678-512-3303

12000 Findley Road, Suite 400, Johns Creek, GA 30097

**CERTIFICATE OF OCCUPANCY REQUEST FORM**

(For all projects, except single-family residential)

**Please complete the following information:**      **Main Permit #:** \_\_\_\_\_

**Trade Permit #s** \_\_\_\_\_

**Type of C/O Requested:**

Building Shell      Interior Finish      Complete Building      Partial/ Temporary

Project Address: \_\_\_\_\_ Suite/ Bldg #: \_\_\_\_\_

Project Name: \_\_\_\_\_

Use Classification: \_\_\_\_\_ Date of Request: \_\_\_\_\_

General Contractor: \_\_\_\_\_

General Contractor Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Building Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

***To be completed by Building Department staff:***

<b>Responsible Dept</b>	<b>Final Insp. Date</b>	<b>Inspector Name</b>	<b>Pass/Fail ? - N/A ?</b>
Final Building			
Fire Marshal - 100%			
LDP (as-built end of Development Pkt)			
Final Site Inspection			
Planning and Zoning			
Other			

C/O Fee Due: \_\_\_\_\_

Reinspection Fees: \_\_\_\_\_

Total Fees Due \$ \_\_\_\_\_