



SEMINOLE TRIBE OF FLORIDA
TRIBAL INSPECTOR' DEPARTMENT
6363 TAFT ST. SUITE 308
HOLLYWOOD, FL. 33024
OFFICE: (954) 894-1080 FAX: (954) 989-1571
EMAIL: BUILDINGDEPT@SEMTRIBE.COM

RESIDENTIAL

CERTIFICATE OF OCCUPANCY CLOSE-OUT DOCUMENTS

✓ CHECKLIST

- Complete Certificate request form.
 - Completed Permit Card; including Final inspection results and dates
 - Energy Calculations
 - Termite Treatment Certificate, signed by installing contractor
 - Truss Engineering
 - Final Elevation Certificate, Signed and Sealed
 - Engineers Certification for Pad
 - Insulation Certificate
 - EPL Display Card
 - Soil Density Report
 - Final Survey
 - Final Inspection Approval for Certificate from Inspector
 - Environmental Approval
 - PW/Utilities Approval
1. The completed, final close-out package shall be submitted to the Building Department prior to request for FINAL building inspection.
 2. No less than three (3) working days are required for close out document review and processing Certificate of Occupancy.
 3. All documentation must be correct and complete before a building final inspection may be scheduled.