City of College Station
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Application to Stock/Fixture/Move-in Prior to Issuance of a Certificate of Occupancy

This is NOT a Certificate of Occupancy.
Electrical Final Inspection is required before this request can be submitted.

Property Address: _____

Company Name: _____

Business Name: _____

Property Owner or Manager Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Mobile: _____ Fax: _____

Email Address (Required): _____

Construction Company Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Mobile: _____ Fax: _____

Email Address (Required): _____

I am applying for permission to:

- ☐ Move furniture and/or equipment into the building
- ☐ Fixture and/or stock the building
- ☐ Conduct training for staff members only
- ☐ Other (Be Specific) _____

_____

I hereby make the application to the City of College Station to perform the action(s) indicated above **WITHOUT THE BENEFIT OF A CERTIFICATE OF OCCUPANCY**, I certify that the above statements are true and correct. I understand thatoccupancy of a structure prior to obtaining a Certificate of Occupancy is a code violation and may result in the issuance of citation(s). I further understand that fines associated with citations range up to $2,000.00 per day.

Applicant Signature: _____

Printed Name: _____ **Date:** _____

Building Department Representative: _____ **Date:** _____

Comments: _____

_____

_____

Print Form