

Planning & Development Dept. – Permit Application Center
P.O. Box 11706, or 155 Johnston Street
Rock Hill, South Carolina 29731-1706
Phone: 803-329-5590 FAX: 803-329-7228
www.cityofrockhill.com



REQUEST TO PLACE EQUIPMENT/FURNISHINGS

This form should be completed and approved by the Fire Marshal and Building Official if you wish to move equipment or furnishings into a building before the Certificate of Occupancy has been issued.

Site Address: _____ Permit #: _____

Property Owner: _____

Mailing Address: _____

Phone: _____ Fax: _____ Email: _____

Contractor: _____

Mailing Address: _____

Phone: _____ Fax: _____ Email: _____

This is to request permission to place the following described items in the structure located at:

_____ *Site Address*

in the City of Rock Hill prior to the issuance of a Certificate of Occupancy. The items to be placed are:

I understand that the structure is not to be occupied for any purpose other than to place the above described items and/or complete any work necessary to obtain the Certificate of Occupancy.

I further understand that the occupation of the structure for any purpose other than that described above may result in utility services being discontinued and possible fines levied. This form is not a Temporary Certificate of Occupancy.

Signature of Property Owner: _____ Date: _____

Printed Name of Property Owner: _____

Signature of Contractor: _____ Date: _____

Printed Name of Contractor: _____

OFFICE USE ONLY	
Building Official: _____	Approved: Yes <input type="checkbox"/> No <input type="checkbox"/> Date: _____
Comments: _____	
Fire Marshal: _____	Approved: Yes <input type="checkbox"/> No <input type="checkbox"/> Date: _____
Comments: _____	