



## City of Miami CERTIFICATE OF USE

1. Do not operate the business until a Certificate of Use, an Occupational License and, if applicable, a Certificate of Occupancy are issued.
2. For inspection service: Call from 9 am - 4 pm, the day before the inspection is needed.

**NET Office**

Building Inspection .....416-1100	Upper Eastside .....795-2330
Electrical Inspection .....416-1100	Little Haiti .....795-2337
Mechanical Inspection .....416-1100	Model City .....795-2303
Plumbing Inspection .....416-1100	Wynwood/Edgewater .....579-6931
Fire Inspection .....416-1600	Allapattah .....575-5128
Health/Hotel and Restaurant Dept.....1-850-487-1385	Overtown .....372-4550
Zoning Inspection .....(SEE NET)	Downtown .....579-6007
	West Little Havana .....643-7164
	East Little Havana .....859-2713
	Flagami .....642-1250
	Coral Way .....859-2701
	N.E. Coconut Grove .....579-6018
	S.W. Coconut Grove .....461-7063

INSTRUCTIONS

3. This inspection fee is not refundable.
4. Building must be open to all inspectors.
5. When all the required inspections have been approved, the applicant must bring this Certificate of Use form to the Certificate of Use Coordinator.
6. A reinspection fee will be assessed if the inspector is unable to gain access.
7. A sign permit is required for all signs.
8. Inspectors will note any major items inspected, but not listed, on the record of inspections, and also rejections.
9. To avoid unnecessary delay in processing applications and reinspections, please call when work is completed. Also make sure inspectors gain access to your particular place of business.
10. Inspection fee receipt and record of inspection must always be available to the inspectors.

<b>TO BE COMPLETED BY APPLICANT</b>	1. Business Name:							2. Date	
	3. Address of Business, Including suite or space number and zip code:								
	4. Mailing Address: (If Different)								
	5. Business Telephone No:			6. Emergency Telephone No:			7. Business Owner or Agent:		
<b>ZNG</b>	8. Zone:		Date:		Chief Zoning Inspector:			Inspectors Initials:	
<b>BLDG</b>	Fire Zone:		Type of Const:		Occ. Classification:		# of Stories:		
<b>FPB</b>	Dist. Code: [ ][ ][ ][ ]		Night Insp. Yes / No	Shell Yes / No	Occ. Load	Bldg. Protection 1 2 3 4	Corridor I/E	C.U. Exempt Yes / No	
<b>ZNG</b>	Approved Use:					Sq. Ft./ Units or Seat:		Restrictions:	
<b>FPB</b>	Usage Codes:				Property Class:				
<b>OFFICE USE ONLY</b>	C.O. Number.			Certificate No.			Date Receipt No.		
	I have read the application and I do freely and voluntarily state that the statements and information contained here is true and correct.								
Signature of Owner/Agent _____ Date _____									

## RECORD OF INSPECTIONS

**INSTRUCTIONS:**

1. This card must be prominently displayed on the site.
2. When all categories of inspection have been approved for use; the owner, agent or tenant should send this form to the Planning and Zoning Department located at Miami Riverside Center, 4th Floor, 444 S.W. 2 Ave, Miami, FL 33128

	INSPECTION(S)	DATE	COMMENT(S)	INSPECTOR
ZONING				
	FINAL			
BUILDING				
	FINAL			
PLUMBING				
	FINAL			
MECHANICAL				
	FINAL			
DADE COUNTY HEALTH DEPT.				
	FINAL			
FIRE PREVENTION				
	FINAL			
ELECTRICAL				
	FINAL			