

## RESIDENTIAL REQUEST FOR CERTIFICATE OF OCCUPANCY

7008 S. Rice Avenue  
 Bellaire, TX 77401  
 O: 713-662-8230 | F: 713-662-8233  
 E-mail: [inspections@bellairtex.gov](mailto:inspections@bellairtex.gov)

<b>Name of Applicant:</b>		<b>Applicant Phone Number:</b>	
<b>Inspection Address:</b>			

**I. Type of Building:**

- Single-Family Home
- Townhome
- Other \_\_\_\_\_

**II. Building Information**

Zoning District \_\_\_\_\_ Flood Zone \_\_\_\_\_

Building Construction Type:  Slab       Pier & Beam

Are there fire sprinklers?  Yes  No

Is there an elevator?  Yes  No

**III. Certificate Requested For:**

- New Building
- Renovated Building
- Residential Leasing Property
- Change of Ownership
- Other: \_\_\_\_\_

Name of Tenant: \_\_\_\_\_

Tenant Contact No.: \_\_\_\_\_

Name of Management Co.: \_\_\_\_\_

Management Co. Contact No.: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Owner Contact No.: \_\_\_\_\_

I, the Applicant, hereby certify that the information supplied on this application is true and correct to the best of my knowledge; and that any construction, alteration or repair has been performed in accordance with the applicable regulations and under a valid permit issued by the City of Bellaire.

**Fees:**  
 Certificate: \$50.00  
 Processing: \$30.00  
 Total: \$80.00\*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Requests for refund for Certificate of Occupancies are subject to \$25 refund fee