



PLANNING AND DEVELOPMENT SERVICES
Building and Code Regulation
2300 Virginia Avenue
Ft Pierce, FL 34982
Telephone: 772-462-1553
Fax: 772-462-6443

Stocking Agreement and/or Temporary Conditional/Phased Occupancy Request

Permit Number: _____ Contractor: _____

I (Print Name) _____, legal owner or lease holder of the below listed property do hereby request permission to occupy the structure located at the following address:

(Address) _____, _____, FL _____
for _____ days (state the time required for completion, not to exceed 90) prior to the satisfaction of the following items which are known or may be noted in the County inspection reports.

Outstanding Items: _____

Certificate being requested: ____ Stocking Certificate ____ Temporary Certificate of Occupancy

Contact information of authorized representative:

Name: _____ Phone (____) ____-____ Email: _____

Following the approval of a Stocking Certificate, all remaining items, including life safety must be corrected or finished, inspected, and approved prior to any TCO request or use of the building(s) or structure(s)

In consideration of possible failure on our part to correct the deficiencies noted and the potential to leave code deficiencies on the site, if required by St. Lucie County, I have provided a surety, to be held in escrow, for the amount \$_____ which will be held until the St. Lucie County until any deficiencies identified above in County records related to this project, or in attached exhibits have been corrected, inspected and accepted by St. Lucie County staff.

I understand that this completion agreement may be revoked, conditional occupancy prohibited and electrical power and/or water disconnected at any time for violations of this agreement. I understand that if it is determined I (we) have failed to abide by any of the specific conditions and agreements associated with the completion agreement, or have created, or have allowed any significant life safety violations to be present, my surety may be forfeited if the deficiencies listed are not corrected in accordance with the terms of this agreement.

Signature of Owner/Leaseholder): _____

Sworn to or affirmed before me this _____ day of _____, _____ by _____

who is/are personally known to me or has/have produced _____ as identification.

Print Notary Name: _____

Notary Signature: _____ (seal)

Signature of Prime Contractor: _____

Sworn to or affirmed before me this _____ day of _____, _____ by _____

who is/are personally known to me or has/have produced _____ as identification.

Print Notary Name: _____

Notary Signature: _____ (seal)



If you are requesting the use of property prior to the completion of construction, please be aware of the following information that affects the approval and use:

We offer two (2) types of certificates allowing use of the property prior to the completion of construction:

Stocking Certificate — A Stocking Certificate is appropriate only when locating items in the property that will be needed when the construction is complete. These items may include:

Shelving
Boxes
Furniture
Office furniture and/or furnishings, including office cubicles and filing cabinets

To qualify for a stocking certificate, fire sprinklers and fire alarm need to be complete and operational to the point of protecting the areas that are proposed for storage. The address must also be properly displayed as required. A stocking certificate may be issued for a limited area, such as "the warehouse area" which may be separated from other areas. The requirements are in place as additional fire load is added to the building or structure when materials and merchandise are stored in the building. A stocking certificate does not permit the use of the building or structure by the public. Under a stocking certificate, no public use is permitted. The site is still considered a construction site. No use of the facility for interviews, training of staff or other uses is permitted. For these purposes, a Temporary Certificate of Occupancy (TCO) is required.

Temporary Certificate of Occupancy (TCO) — To qualify for a TCO all life safety items must be in place and active, all accessibility requirements must be met, the address must be properly posted and all departments involved must sign off, these include, but may not be limited to:

Building	Electrical
Mechanical	Plumbing
Gas	Fire
Landscape	Zoning
ERD — Environmental Resources Department	
Health Department	

While you may not be ready for a final inspection, this is the method currently used to get the inspectors to the site and authorize the use of the building by the public. It is important to contact the inspectors and/or have personnel on site to ensure the inspectors are aware that a TCO is being requested. While the result of the inspection is not the most important issue, it may be a "P"ass, "F"ail or "I"ncomplete result, the notes from the inspector need to say "OK for TCO" so the office staff knows it is authorized. Once approved, the TCO is valid for not more than ninety (90) days. It is intended to allow for minor items or special order items not related to life safety or accessibility to be received, installed and approved. Should it become necessary, a TCO may be extended by the Building Official for one additional period not to exceed ninety (90) days. A TCO allows for use of the building or structure, or portion thereof, as shown on the TCO agreement that must be posted on site in a conspicuous location.

~~There is a cost associated with either request. The fee for a stocking certificate or a TCO is \$500 for commercial and \$250 for residential or 1% of the permit fee in either case, whichever is greater. A stocking certificate may be upgraded to a TCO during the effective period without additional fee. These fees do not apply at this time.~~