



**CITY OF VIRGINIA BEACH**  
**PERMITS AND INSPECTIONS**  
 2875 SABRE STREET, SUITE 500 - VIRGINIA BEACH, VA 23452  
 PHONE: 757-385-4211 - FAX: 757-385-5777

**COMMERCIAL TEMPORARY RELEASE FORM**

**ELECTRICAL PERMIT #:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **SUITE:** \_\_\_\_\_

I fully understand this request is for a **TEMPORARY** release of electrical service for **CONSTRUCTION PURPOSES ONLY**. Occupancy, temporary or otherwise, is not permitted until **ALL FINAL INSPECTIONS** have been approved and the Certificate of Occupancy has been issued by this office.

**PLEASE CHECK THE APPROPRIATE BOX(BOXES):**

- THIS REQUEST WILL ALLOW FOR THE TESTING OF FIRE OR MECHANICAL EQUIPMENT REQUIRED BY THE BUILDING CODE
- THIS REQUEST WILL ALLOW FOR THE STOCKING OF THIS BUILDING
- THIS REQUEST WILL ALLOW FOR THE TRAINING OF STAFF

**I hereby agree to the following terms (initial beside each):**

- \_\_\_\_\_ Prior to the approval of any temporary occupancy, where applicable, a release from the Health Department for the well and/or septic system is required. It is the responsibility of the permit holder to supply this information to this office.
- \_\_\_\_\_ I will not allow occupancy, unless approved above, until all final inspections have been completed and a Certificate of Occupancy has been issued.
- \_\_\_\_\_ I am aware that occupancy of the structure without the Certificate of Occupancy is a violation of Sections 113.8 and 116 of the Virginia Uniform Statewide Building Code and Article 1, Section 103 of the Comprehensive Zoning Ordinance of the City of Virginia Beach.
- \_\_\_\_\_ If the building is occupied without a certificate of occupancy, the approvals granted above will be revoked, including the disconnection of the electrical service. In addition, violations of these conditions are subject to criminal prosecution.

HOMEOWNER/TENANT/CONTRACTOR NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
PLEASE PRINT

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR OFFICE USE ONLY**

RECEIPT NUMBER: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_