



Planning and Development
1700 NW 9th Ave Suite A
Okeechobee, FL 34972
(863) 763-5548

PERMITS ON HOLD

MUST BE COMPLETED BY PERMIT APPLICANT OR CONTRACTOR

Copies required:

Residential – 2 Copies

Commercial – 3 Copies

ITEMS FOR PERMIT WILL NOT BE ACCEPTED VIA FAX

DATE: _____

PERMIT # _____ PERMIT TYPE (SFD, Shed, etc) _____

JOB SITE ADDRESS _____

CONTRACTOR'S NAME _____

CONTACT NAME: _____ CONTACT PHONE # _____

LIST EACH ITEM SUBMITTED IN THE ORDER SHOWN ON YOUR HOLD LETTER (Additional sheets may be attached to explain submittals if needed):

NOTE: PLAN REVIEW WILL NOT BE PERFORMED UNLESS ALL ITEMS REQUESTED ARE SUBMITTED.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

Received By: _____

Date: _____