



Village of Royal Palm Beach, Florida

1050 Royal Palm Beach Boulevard Royal Palm Beach, Florida 33411
Telephone (561) 790-5128 Fax (561) 790-5129

Community Development Department

**NEW TENANT INSPECTION REQUEST
&
LOCAL BUSINESS TAX RECEIPT**

TYPE OF BUSINESS: _____

NAME OF BUSINESS: _____

ADDRESS OF BUSINESS: _____

OWNER/LICENSEE NAME: _____ PHONE#: _____

ZONING APPROVAL:

Zoning Signature Date ZONING DISTRICT: _____

COMMENTS: _____

INSPECTED & RELEASE APPROVAL:

Building Inspector Date

Fire Inspector Date

The purpose of this document is to verify that both the Building Department and the Fire Department have performed separate inspections at the above named business/location as required by Village Code.

By performing inspections and signing this document we have determined that the above named business/location has met the minimum requirements of both departments for obtaining a Village of Royal Palm Beach Local Business Tax Receipt.

No owner or agent shall allow a new or existing tenant space to be occupied by any person until after an inspection has been made by the Building Department and Fire Marshall.

Should re-inspection be required, it shall be re-scheduled by the Inspector in 10 (ten) working days unless scheduled at the time of this inspection. Please note that certain repairs may require building permits. It shall be the responsibility of the tenant to verify if permits are required.

NEW TENANT INSPECTION FEE: \$25.00

RECEIPT # _____ DATE _____ CASH/CK# _____