

APPLICATION FOR OCCUPANCY

DISTRICT NAME AND NUMBER FACILITY NAME FACILITY LOCATION 	☐ GENERAL CERTIFICATE OF OCCUPANCY ☐ CERTIFICATE OF PARTIAL OCCUPANCY ☐ CERTIFICATE FOR A VEHICULAR FACILITY ☐ CERTIFICATE OF TEMPORARY OCCUPANCY ☐ Amendment # _____ ☐ New Use - Bldg Permit # _____ ☐ New Construction - Project # _____ Bldg Permit # _____ ☐ Addition - Project # _____ Bldg Permit # _____ ☐ Renovation/Repair - Project # _____ Bldg Permit # _____
☐ Property is owned by the district. ☐ Property is not owned by district (Attach Owner Authorization)	

III. DESIGN PROFESSIONAL'S CERTIFICATION

To the best of my knowledge and belief (check and complete applicable statement):

- ☐ 1. Based upon my survey of the above named facility on ____/____/____ I find and hereby certify that the facility is in full compliance with Part 180. The INSPECTION STATEMENTS and the CONFIRMATION OF CALLED INSPECTION RECORDS have been submitted to, and the CALLED INSPECTIONS RECORDS have been reviewed by the Regional Superintendent during and/or upon completion as applicable to the work.
- ☐ 2. I find that the facility fails to comply fully with the requirements of Part 180. However, based upon my survey of the above named facility on ____/____/____ and the attached TEMPORARY FACILITY REPORT (includes the Temporary Facility Elimination Plan and the Temporary Facility Checklist), I hereby certify that such noncompliance does not jeopardize the general health and safety of the student and others who occupy the facility.
- ☐ 3. Based upon my survey of the work within the above named facility on ____/____/____ I find and hereby certify that the work is in full compliance with Part 180. The INSPECTION STATEMENTS and the CONFIRMATION OF CALLED INSPECTION RECORDS have been submitted to, and the CALLED INSPECTIONS RECORDS have been reviewed by the Regional Superintendent during and/or upon completion as applicable to the work.

This statement, as selected above, is valid as of the day of the survey indicated. Changes to the facility or conditions affecting it after that date may render this statement invalid.

Date	Design Professional Name	Firm Name	(Seal & Signature)
License Number	Phone Number	Expiration Date	

SCHOOL DISTRICT CERTIFICATION

We hereby certify that this application accurately describes the status of the work and the occupancy we are seeking in order to occupy the above named facility for the primary purpose of: _____

Date	President of the Board of Education		Date	District Superintendent
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FOR REGIONAL SUPERINTENDENT'S USE

INSPECTION RECORDS: Date Reviewed: ____/____/____

INSPECTION STATEMENT: Date Received: ____/____/____

CONFIRMATION OF CALLED INSPECTION RECORDS: Date Received: ____/____/____

An inspection was made or caused to be made upon the completion of the work and before issuance of a CERTIFICATE OF OCCUPANCY for the above named facility on ____/____/____. Any violations of the approved construction documents and building permits were noted, and the holder of the permit was notified of the discrepancies. No certificate of occupancy was issued until the discrepancies were remedied.

Date	Regional Superintendent
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INSPECTION STATEMENTS

Illinois Elevator Safety Inspection Statement Current OSFM Illinois Elevator Safety Rules (41 Ill. Adm. Code 1000) as of January 1, 2025

Based upon my survey of the project at or within the _____ (facility name), I find and hereby certify that the project has been inspected as required by the current OSFM Illinois Elevator Safety Rules, 41 Ill. Adm. Code 1000, as of January 1, 2025.

☐ NOT APPLICABLE _____ (initial)

Design Professional Name

Firm

Design Professional Signature

Date

(Seal)

IBPVS Inspection Statement Current OSFM Boiler and Pressure Vessel Safety Rules (41 Ill. Admin. Code 2120) as of January 1, 2025

Based upon my survey of the project at or within the _____ (facility name), I find and hereby certify that the project has been inspected as required by the current OSFM Boiler and Pressure Vessel Safety Rules (41 Ill. Adm. Code 2120), as of January 1, 2025

☐ NOT APPLICABLE _____ (initial)

Design Professional Name

Firm

Design Professional Signature

Date

(Seal)

IPC Inspection Statement Current Illinois Plumbing Code (77 Ill. Admin. Code 890) as of January 1, 2025

Based upon my survey of the project at or within the _____ (facility name), I find and hereby certify that the project has been inspected as required by the current Illinois Plumbing Code (77 Admin. Code 890) as of January 1, 2025.

☐ NOT APPLICABLE _____ (initial)

Design Professional Name

Firm

Design Professional Signature

Date

(Seal)

Project # _____

CONFIRMATION OF CALLED INSPECTION RECORDS

2024 International Building Code Called Inspection Records

☐ NOT APPLICABLE (initial)

	Called Inspection Type	Approval to Proceed Date	A/E or Qualified Inspector Signature	ISBE ID Number or A/E License Number
1.	Footing			
2.	Foundation			
3.	Concrete Slab / Under-floor			
4.	Lowest Floor Elevation			
5.	Framing			
6.	Lathe and Gypsum Board			
7.	Fire Resistant Penetrations			
8.	Energy Efficiency			
9.	Special Inspection			
10.	Final IBC			

2024 International Electrical Code (Appendix K) Called Inspection Records

☐ NOT APPLICABLE (initial)

	Called Inspection Type	Approval to Proceed Date	A/E or Qualified Inspector Signature	ISBE ID Number or A/E License Number
1.	Prefabricated Assembly Evaluation Report			
2.	Underground			
3.	Rough-in			
4.	Final IEC			

2024 International Energy Conservation Code Called Inspection Records

☐ NOT APPLICABLE (initial)

	Called Inspection Type	Approval to Proceed Date	A/E or Qualified Inspector Signature	ISBE ID Number or A/E License Number
1.	Foundation (thermal envelope)			
2.	Framing (thermal envelope)			
3.	Insulation (thermal envelope)			
4.	Rough-in "Okay to Cover" (mechanical, service water heating, electrical, lighting)			
5.	Final (mechanical, service water heating, electrical, lighting)			
6.	Final IECC			

2024 International Fire Code Called Inspection Records

☐ NOT APPLICABLE (initial)

	Called Inspection Type	Approval to Proceed Date	A/E or Qualified Inspector Signature	ISBE ID Number or A/E License Number
1.	Final IFC			

2024 International Mechanical and Fuel Gas Code Called Inspection Records

☐ NOT APPLICABLE (initial)

	Called Inspection Type	Approval to Proceed Date	A/E or Qualified Inspector Signature	ISBE ID Number or A/E License Number
1.	Prefabricated Assembly Evaluation Report			
2.	Underground Piping			
3.	Rough-in			
4.	Final IMC & IFGC			