



**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**

Permit # \_\_\_\_\_

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 Department

\_\_\_\_\_  
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.

**PERMIT VALID FOR 60 (sixty) DAYS.** Please note that certain repairs may require building permits and it shall be the responsibility of the tenant to verify if permits are required. Business Tax Receipt must be obtained within 60 (sixty) days of approved inspections.

**NEW TENANT INSPECTION FEE \$75.00**

DATE \_\_\_\_\_

CASH/CK# \_\_\_\_\_