

University of Missouri: Temporary Certificate of Occupancy (TCO)

Note: This form is used by a building inspector or third party inspection agency to document completion of building inspections to allow the Owner to take occupancy on a temporary basis (substantial completion). TCO must be approved and issued prior to the Owner taking project Substantial Completion.

Project name: _____

Project location (campus/address): _____

Project number: _____

Type of TCO: (check only one) Example: Conditional, Limited, or Special Use: TCO being issued to allow a temporary Assembly Use in a Business Use building for a special event scheduled to last 2 days.

Approved to occupy all project area (entire project)	
Phase or Partial Occupancy (describe below)	
Conditional, Limited, or Special Use (describe below)	

Description of Phased/Partial Occupancy or Conditional/Limited/Special use:

List of deficiencies requiring reinspection prior to Final Occupancy (or attach TCO inspection report)

life, health, and safety elements have been inspected and are suitable for Owners occupancy for all projects listed above. Code violation corrections and reinspection must be completed prior to the TCO expiration date. TCO is valid for a maximum of 30 days from issuance.

TCO issued by (Inspectors name/Title/Department/Contact Info)

Date/ Time of TCO issuance _____ TCO expires on: (date/time) _____

Other comments (for inspectors use only)

Signature: _____

CC: Project software file (required), Superintendent (Construction Services for in house projects), Owners rep/Consultant/EOR as required.
