

Certificate of Compliance Application Requirements

Important Note: Please ensure that you have all the required information before starting the certificate application, as the system does not have an option to save progress and return later.

Step 1: Address

- address
- city, ZIP Code, county
- inside/outside city limits
- structure location
- inside/outside city limits
- structure location
- is the structure located in a Coastal Barrier Resource Zone (COBRA)

Step 2: Building

- type of building
- occupancy type

Step 3: Inspection

- commencement of construction
- how many types of inspections
- inspection type and detail

Step 4: Inspector

- appointed Engineer or TDI field office to inspect

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Step 5: Involved

- either owner, contractor, or both
- individual or company
- name (first and last or company)
- address
- city, state, ZIP Code

Step 6: Submitter

- submitter type
- first name
- phone
