

## Monroe County Building Department

*Middle Keys Office:* 2798 Overseas Highway, Marathon, FL, 33050, (305) 289-2501 ❖ *Lower Keys Office:* 5503 College Road, Key West, 33040, (305) 295-3990  
*Upper Keys Office:* 102050 Overseas Highway, Key Largo, FL, 33037, (305) 453-8800 ❖ *Ocean Reef Office:* 11601 CR 905, Key Largo, FL 33037, (305) 453-8765  
<http://fl-monroecounty.civicplus.com/149/Building-and-Permitting>

### INSPECTION ON TRANSFER OF OWNERSHIP

Section 122-6 MCC

### APPLICATION FOR INSPECTION

Please print or type only

INSPECTION FEE due at application per current Monroe County Building Department Fee Resolution will be charged. **Date:**

<b><i>PROPERTY DESCRIPTION:</i></b>			
<b>Lot</b>	<b>Blk</b>	<b>Bldg#</b>	<b>Unit#</b>
<b>Real Estate #:</b>		<b>Key</b>	
<b>Property Address</b>			
<b>MM</b>	<b>Subdivision</b>		
<b><i>OWNER Information:</i></b>			
<b>Owner(s)</b>			<b>Phone #</b>
<b>Mailing Address</b>			
<b>Authorized Agent:</b>			<b>Phone #</b>
<b>Address</b>			

**INSPECTION PROCESS:**

After receiving an issued permit for inspection, please call the Building Department automated inspection request line at 305-295-5160 to request an F.E.M.A – Compliance inspection (3-digit inspection code "157"). Please refer to the IVR instructional handout or the Building Department Inspection website for more information.

COMMUNITY INSPECTION REPORTS WILL NOT BE ISSUED IF INSPECTOR IS DENIED ACCESS TO ANY PORTION OF ENCLOSED AREAS BELOW THE BASE FLOOD ELEVATION.

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Owner(s)/Agent

Internal Use:

<b>Rec'd By:</b>	<b>Rec'd Date</b>	<b>Application #</b>
INSPECTION FEE collected: \$		Receipt #

\_\_\_\_\_  
Building Official Signature