



City of Rancho Cucamonga

BUILDING AND SAFETY SERVICES DEPARTMENT

10500 Civic Center Drive • Rancho Cucamonga, CA 91730

Tel: (909) 477-2710 • BuildingandSafety@cityofrc.us • www.CityofRC.us

REQUEST FOR CERTIFICATE OF OCCUPANCY

Date: _____

Name of Project: _____

Address of Project: _____

PERMIT NUMBER IF KNOWN: _____

Current Owner of the building:

Name _____

Address _____

City/State, zip _____

Phone No. _____

INSPECTOR'S USE ONLY

Occupancy group: _____

Automatic Fire Sprinkler: _____

Building Code Edition: _____

Construction type: _____

Occupant load: _____

If a copy of the certificate is required for the *contractor*, please provide the following information:

Name of Company _____

Address _____

City/State, zip _____

***Please turn in at the Building and Safety Department counter
OR email this form to BuildingandSafety@CityofRC.us***

*****PLEASE ALLOW TWO (2) WORKING DAYS FOR PROCESSING. UNLESS OTHERWISE REQUESTED, A COPY OF THE CERTIFICATE WILL BE MAILED TO THE CURRENT OWNER OF THE BUILDING AND THE ORIGINAL WILL BE SENT TO THE TENANT (IF APPLICABLE) FOR DISPLAY.

***Questions regarding the certificate of occupancy can be directed to:
(909) 477-2710***