

Document must be dated, signed and notarized

TENANT TEMPORARY USE LETTER

Today's Date: _____

To whom it may concern:

We hereby request a Temporary Use Permit to operate the following elevator located at:

PROPERTY INFORMATION			
Building Name: <i>Required</i>			
Property Address: <i>Required</i>			
Period of Temporary Operation Granted: 30 Days		Current inspection report must be submitted with each individual request per equipment	
Effective Date: <i>Required</i>		Termination Date: <i>Required</i>	
Master/Sub Permit No#: <i>Required</i>		Building License No#: <i>Required</i>	Serial No#: <i>Required</i>
ELEVATOR COMPANY INFORMATION			
Elevator Company Name: <i>Required</i>		Email Address: <i>Required</i>	
CC Holder License No#: <i>Required</i>		Telephone No#: <i>Required</i>	
DISCLAIMER			

The elevator described in this document will be operated only under the following conditions:

- I. For use by tenants in buildings having a Temporary Certificate of Occupancy where tenants are occupying only finished portions while construction is still underway.
- II. Operation shall be "Automatic" without attendant. The elevator functions will be restricted for use by tenants and restricted only to completed areas. All other areas not yet completed will be temporarily eliminated from the elevator system prior to the inspection for the Temporary Tenant Use Permit. Proper signage instructing tenants and construction personnel on which elevator to use will be required to be installed at all landings.
- III. The City of Miami Beach, Public Works – Elevator Safety Division will be held harmless for any damage to property, accident and/or loss of life.
- IV. The Temporary Certificate of Operation will be granted for a period of 30 days. The responsible party will call the City of Miami Beach, Public Works – Elevator Safety Division at (ext. 6076) for a monthly inspection at least three (3) days before expiration of the Temporary Certificate of Operations. Payment of the monthly fee is required by the City of Miami Beach, Public Works – Elevator Safety Division prior to issuing a new certificate. Failure to keep the Temporary Certificate of Operation posted and current will terminate this agreement and the elevator will be taken out of service without delay.
- V. The City of Miami Beach, Public Works – Elevator Safety Division reserves the right to take any elevator out of service at any time due to improper or unsafe use.
- VI. An annual Certificate of Operation will not be issued unless a clear report is provided and signed by a certified City of Miami Beach, Public Works – Elevator Inspector.

<p>CC Holder Signature</p> <p>State of _____ County of _____</p> <p>Sworn to and subscribed before me this _____ day of 20 ____, by _____</p> <p><input type="checkbox"/> Personally <input type="checkbox"/> Produced Identification – Type of Identification</p> <p>_____</p> <p>Signature of Notary Public</p> <p style="text-align: center;">(Seal)</p>	<p>Building Owner/General Contractor</p> <p>State of _____ County of _____</p> <p>Sworn to and subscribed before me this _____ day of 20 ____, by _____</p> <p><input type="checkbox"/> Personally <input type="checkbox"/> Produced Identification – Type of Identification</p> <p>_____</p> <p>Signature of Notary Public</p> <p style="text-align: center;">(Seal)</p>
--	--