

**Town of Preston**  
**Temporary Certificate of Occupancy**

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_ Zoning Type: \_\_\_\_\_ Bldg. Permit Number: \_\_\_\_\_

Owner/s Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Intended Use of Property: \_\_\_\_\_  
\_\_\_\_\_

List of work to be completed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Issuant is authorizing the occupancy of the above referenced property before the completion of the entire work covered by the permit, provided such portion meets the life, safety codes, and health.

All work listed above is to be completed within \_\_\_\_\_ days.

If the work cannot be completed by the time referenced above, a letter from the owner must be provided to explain the need for additional time. Additional time may be granted after approval by the Town Manager.

If not approved, the occupant will vacate the premises until such time the certificate is issued.

Signature of Issuant: \_\_\_\_\_ Date \_\_\_\_\_

Title: \_\_\_\_\_