

Permit Submittal Process Outline Town Center at Boca Raton

Step	Item
1	Tenant submits applicable Building Permit Application, Engineering Permit Application and Fire Permit Application forms to the City of Boca Raton - Code Compliance Division/Building. Also provides miscellaneous documents required by the City of Boca Raton.
2	Tenant submits 2 full size sets each of signed and sealed construction drawings to both Landlord and the City of Boca Raton - Code Compliance Division/Building.
3	Tenant pays plan check fees to the City of Boca Raton.
4	Separately, TC completes and issues LL's review of Tenant's CD's to Tenant with applicable review status noted.
5	Tenant submits applicable subcontractor permit applications.
6	Upon notification from City of Boca Raton that Permits are ready for issuance, Tenant picks up permits and pays all required fees.