



REQUEST FOR INFORMATION

Date: _____

From: _____ Telephone: _____ Email: _____

Please fill in all available property information:

Folio: 10- _____ Permit# _____ Year Built: _____

Property address: _____ Lot# _____ Block# _____

Indicate requested items	Request	Process Time	Fee (per item requested)
	Open Permit Search	4-10 Business days	\$35
	Permit History	4-10 Business days	Fee to be determined by request
	Copies of Complete Job Set	4-10 Business days by availability	\$200
	Copies of plans and/or surveys	4-10 Business days by availability	
	<i>Commercial</i>		\$200 min – fee based on vendor charge
	<i>Residential</i>		\$35 min – fee based on vendor charge
	Copy of Certificate of Occupancy	4-10 Business Days	\$35
	Copies	4-10 Business Days	\$0.20/per page
	Other:	To be determined by request	Fee to be determined by request

Send Request and payments to: City of Homestead
Attn: Building Department
100 Civic Court
Homestead, Florida 33030

Please note:

- All research conducted will be returned via email. If an original copy is needed, please include a self-addressed stamped envelope with your request.
- Incomplete information will cause a delay in the process.