# HARRIS COUNTY PERMITS

10555 Northwest Freeway - Suite 120 - Houston, TX 77092  Main Phone: 713-956-3000  Monday - Friday 7:30 am - 4:00 pm

## REQUEST FOR CERTIFICATE OF COMPLIANCE

FAX TO: (713) 437-4234 or CALL: (713) 274-3928 or E-mail: compliance@hcpid.org

**PRIMARY CONTACT**

Business/Project Name: _____

Business Address: _____

(Complete business address including suite & building numbers if applicable)

Business Owner's Name: _____

Contact Name: _____ PERMIT #: _____

Contact Number: _____ E-mail: _____

**PLEASE READ THE FOLLOWING INFORMATION.**

**GENERAL**

Requests for Certificate of Compliance will only be processed by electronic submission via the online form.
E-mail to compliance@hcpid.org or by e-fax to 832-927-0004

- Please **ONLY** submit (1) request per project/permit number. Submitting duplicate requests **WILL NOT** expedite the release of the certificate.
- Requests will be processed within **3-5 business days** after the inspection(s) have been completed or passed.
- If you have not received the **Certificate of Compliance** after (5) business days please contact the Compliance Group at 713-274-3926 or compliance@hcpid.org

Certificate of Compliance will be e-mailed to ALL CONTACTS listed below.

**Please list additional contacts (if applicable) to receive a copy of the Certificate of Compliance**

**ADDITIONAL CONTACTS**

| Contact Name | Contact Number | Email |
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Submit by E-mail