



City of Longwood

Building Division Information

INTERIOR EARLY START AUTHORIZATION FORM

Date: _____ Master Permit Number: _____
 Permit Application Number: _____ Project Name: _____
 Project Address: _____
 Previous Use of the building/space: _____
 Proposed Use of the building/space: _____
 Contractor Name: _____
 License Number: _____ Office Phone: _____
 Reason for Request: _____

NOTE: An Interior Early Start Authorization form will not be approved prior to the Planning & Development Div. verifying that the proposed occupancy is permitted within the zoning classification of the property.

P&D Div. Zoning Approval: _____ Date: _____

Building Official Approval: _____ Date: _____

Conditions of Early Start Authorization:

The City of Longwood Government and the Contractor listed agree to the following:

1. A complete building permit application and plans shall be submitted at the time of request for Early Start Authorization.
2. This Early Start Authorization is for interior work only.
3. Compliance with Asbestos NESHAP, State DEP and other regulatory agencies must occur for all demolition work.
4. Work shall not be concealed and must remain open for all necessary inspections. At the time of inspections, any concealed work shall be exposed.
5. The Contractor acknowledges that all subcontractors are properly licensed and have current worker's compensation coverage.
6. The Contractor acknowledges that Inspections of work for any construction trade will not be made until a permit has been issued for the building including all applicable trades.
7. The Early Start Authorization does not guarantee that the construction plans will be approved as submitted. All work started with this authorization, prior to the issuance of the required permits, shall be at the Contractor's, Owners and Tenant's risk.
8. The Contractor acknowledges that additional fees, including but not limited to impact and zoning fees, may be due at time of building permit issuance and/or prior to Certificate of Occupancy.
9. The Contractor acknowledges that additional site improvements, including but not limited to installation of a grease trap, accessible parking and landscaping, may be required at the time of building permit issuance.
10. The Contractor agrees to indemnify and hold the City of Longwood or its officers, agents and employees, free and harmless from any and all claims, causes of action, damages, losses, penalties or costs, including, but not limited to, all attorney's fees (whether from litigation or administrative proceedings, including cost and fees on appeal), with respect to any person or government authority arising out of, either directly or indirectly, the construction or operation at the premises covered by this Early Start Authorization, whether the liability, loss or damage is caused by, or arises out of, the negligence of the City of Longwood or its officers, agents, employees, or otherwise.
11. If the City of Longwood or its officers, agents and employees, shall be subject to any claim, demand or penalty or become a party to any suit or other judicial or administrative proceeding by reason of any claimed act or omission by any party, or by reason of any act occurring on the subject premises, or by reason of any omission with respect to the construction or operation on the subject premises, the Contractor shall indemnify and hold the City of Longwood or its officers, agents and employees, harmless against all judgments, settlements, penalties, and expenses, including attorney's fees, court costs and other expenses of litigation or an administrative proceeding, incurred by or imposed on the City of Longwood or its officers, agents and employees, in connection with the investigation of defense relating to such claim or litigation or administrative proceeding, and at the election of the City of Longwood or its officers, agents and employees, the Contractor shall also defend the City of Longwood.



City of Longwood

Building Division Information

12. It is understood and hereby acknowledged between the parties hereto that the City of Longwood or its officers, agents and employees, shall not be liable for any act or other obligation to the Contractor.

13. This Early Start Authorization will terminate upon the issuance of a Building Permit for property covered by this Early Start Authorization; however, this agreement shall remain in effect for all events occurring prior to the Building Permit issuance.

By signing this Interior Early Start Authorization Form, the undersigned acknowledges and agrees to conditions 1 through 13

(Print Name of Tenant)

(Print Name of License Holder)

(Print Name of Owner)

(Signature of Tenant)

(Signature of License Holder)

(Signature of Owner)

(Date)
