

Applied Construction License No.:	Receiving Date:
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Note:

Please fill in the number of documents for every project in the following checklist, and bind all documents and place them into an envelope:

(I) Major document forms

		Column of receipt center
Submission document list	Number of pages	Receipt confirmation
Inspection form and information at each stage		
Inspection information of each level of supervisor, contractor and professional engineer		
Steel structure quality control data (CD)		
Usage license application form		
Usage license application information (download from the website)		
Fireproof door information		
Completion drawing		
Completion photo		
Original copy of the license		
Green building special examination and recognition		
Lifting equipment passed inspection (if provided)		
Fire protection equipment completion application information (Fire Department)		
Fire protection completion application information (download from the website)		
Sewage equipment completion application information (Sanitary Drainage Engineering Office)		
Sanitary drainage engineering completion application information (download from the website)		
Air pollution fee and construction waste removal control application information (Environmental Protection Agency)		
Final-phase air pollution fee application document (download from the website)		
Construction waste removal control document (download from the website)		
Public facility excavation application and repair certificate (new work area)		
Excavation application supporting documents (download from the website)		
Doorplate application (Household Registration Office)		
New doorplate number application information		
Water supply application (Taipei Water Department)		
Water supply application information		

Submission document list		Number of pages	Column of receipt center
			Receipt confirmation
Affidavits			
Water, gas, electricity and telecommunication facility construction has been completed			
The building drainage system, sewage treatment facility and sanitary equipment inside the building, and relevant pipelines for the connection of sanitary drainage reserved in and out of the site have been constructed and tested in accordance with the drawing.			
Lightning protection equipment has been installed.			
If public roads and drainage systems have been opened up at one's own expense, no compensation is available should the government be required to reconstruct the public facility.			

(II) Joint completion inspection application

Apply for joint inspection by the following units (tick to select if necessary):

Tick to select	Handling unit	Handling content
	Fire Department	Fire protection completion
	Household Registration Office	Doorplate application
	New Construction Office, Public Works Department	Excavation application permit
	Sewerage Systems Office, Public Works Department	Sanitary drainage works completion
	New Construction Office, District Office, Water Resources Agency, Environmental Protection Agency	No plans to open up the road
	Environmental Protection Agency	Late air pollution fee and construction waste removal control
	Taipei Water Department	Water connection application

Date of joint inspection:

Time arrangement	Date
First priority date	
Second priority date	
Third priority date	

Contact information:

Builder or contractor	
Contact person	
Address	
Contact number (including	

cellphone)	
Fax	
E-mail	

Submitter's signature/seal	Receipt seal of the One-Stop Counter for Warehouse Permits

Date: Month Day Year