



Building Inspection Department  
305 N. Arch St.  
P.O. Box 638  
Royse City, TX 75189  
972-524-4710  
[permits@roysecity.com](mailto:permits@roysecity.com)

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## Clean and Show Permit *Information Guide*

### **Purpose:**

Permit and inspection required when electricity has been turned off at a commercial property due to tenant vacancy or ownership change. The utility company will not turn electricity on without a release from the City. This permit provides a temporary electric release.

### **Permit Application:**

- Complete a Clean and Show Permit Application including the following information fields:
  - Accurate project address
  - Previous use of the property
  - Owner information
- This permit in no way grants the right of occupancy without first obtaining a Certificate of Occupancy from the City.
- Sign Application and send to the City via one of the following methods:
  - Email to Building Dept. at [permits@roysecity.com](mailto:permits@roysecity.com)
  - Deliver to Building Dept. at City Hall – 305 N. Arch St., Royse City, TX 75189
  - Online via MyGov
- Permits for Clean and Show will require a physical inspection of the property by the building inspector.
- Inspection can be scheduled at the time the permit is applied for and payment is made.

### **Inspections:**

- Once permit is issued, inspections can be requested by calling 972-524-4710
- Inspection requests must be received by 4pm for next day inspection.
- Verify all outlets are properly installed with correct covers in place.
- Verify electric panel is complete.

### **Typical inspections include as needed:**

- Electrical Meter Release
- Electrical Final
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Permit Fee: \$75.00