

# **TICKET Program**

(Tenant Improvement Contractor's Expedite Team)

## **Qualifications:**

- Commercial Tenant Improvement/Remodel Work and Interior Demo Only
- Occupancy Type limited to B, M, & E occupancies
- Plans requiring approval from an outside agency do not qualify (e.g. County Health Dept., OSHPD, etc.)
- Plans wet stamped and signed by a licensed Architect or Designer
- Maximum valuation \$750,000
- Square footage is not a consideration

## **Logistics at Counter:**

- Customer fills out TICKET application
- Plans reviewed for planning criteria
- Provide three sets of plans; four sets if requires structural review
- TICKET leader to have regularly scheduled counter hours for expedited review. Customers who miss scheduled hours may drop off plans for review the following day
- Defer all associated structural engineering
- One set stamped "TICKET" and "Subject to Field Approval" then issued to the contractor for field plan review and inspection
- Field set to be stamped "Deferred Structural" as required
- Collect 100% of fees plus an additional expedite fee of 50% of plan review fee
- Contractor calls TICKET Team directly when ready for field plan review and/or inspections. Fire inspection called in separately to Fire Dept.