

Date _____

Certificate Number: _____

CERTIFICATE OF OCCUPANCY APPLICATION

Application is hereby made to the City of _____, Texas for a Certificate of Occupancy for the property located at _____ (herein the "Property") in accordance with representations, plans and specifications submitted herewith, and in full conformity with the provisions and regulations of all ordinances of the City, whether specified or not.

PROPERTY TO BE OCCUPIED:

Property Location/Address: _____	
Subdivision Name: _____	Section: _____ Lot: _____ Block: _____
Type of Building to be Occupied: _____	
Type of Occupancy: ___ Single Family; ___ Multi-Family; ___ Commercial; ___ Retail; ___ Industrial; ___ Other _____	
Date Occupancy will begin: _____	Date Occupancy will End: _____
If Temporary Occupancy, Date of Completion: _____	
Zoning Category for Property _____	Variance[s]: _____

OWNER/OCCUPANT INFORMATION:

Property Owner[s] Name _____	Address: _____	Phone: _____
Occupant[s] Name: _____	Address: _____	Phone: _____
Occupant[s] Name: _____	Address: _____	Phone: _____

OCCUPANCY/USES:

Number of Permanent Occupants: _____
If Customers to enter the property, total number at any one given time: _____
Parking, Location and Number of Spaces: _____
List Each Use for which the property will be Used: _____

ACKNOWLEDGMENT:

By my signature below, I verify that I have read the forgoing application and filled in all applicable information, attaching all documentation that supports this request. I certify that all information is true and correct to the best of my knowledge. Additionally, I understand that it will be my responsibility to ensure at all times compliance with the applicable laws of the State, Federal Government and the City with respect to the permit which may be issued for this property. Any changes made to the proper which alters the use or occupancy must be with the approval of the Building Inspector. Failure to use and occupy the property in compliance with the applicable State, Federal and City requirements may result in a stop work order being issued for which I agree to cease all work until approved by the Building Inspector or the certificate of occupancy being revoked. Approval of this certificate does not constitute an agreement to use or occupy the premises contrary to State, Federal or City requirements.

BEFORE ME the undersigned authority, on this day personally appeared _____ [Applicant Name] who hereby solemnly swears that the above statements concerning the above described project are true and that (s)he is the owner of said structure or has been authorized by the owner(s) to act as an agent in procuring the certificate herein requested.

NOTARY THE PUBLIC:

APPLICANT:

Name: _____

Signed _____
Name: _____

[Seal]

Address: _____

Phone: _____

Fax/Pager: _____