



CERTIFICATE OF OCCUPANCY APPLICATION

PROJECT ADDRESS: _____

PROPERTY OWNER: _____
(NAME) (PHONE) (COMPLETE ADDRESS)

BUSINESS OWNER: _____
(NAME) (PHONE) (COMPLETE ADDRESS)

TYPE OF C/O:

- Change of Ownership Change of Occupant Change of Name Land Occupancy

If Required:

	Contractor	Address	Phone
Electric:	_____	_____	_____
Plumbing:	_____	_____	_____
Other:	_____	_____	_____

*A permit is required for any remodeling or repair done other than cosmetic work.

*Contractors must be registered with the City of Red Oak.

New Business Name: _____

Type of Business: _____

Use of Space: _____

Building Square Footage: _____ **Lot Square Footage:** _____

Gas Required : YES / NO **Fire Sprinkler:** YES / NO **Fire Alarm:** YES / NO

Is Building Vacant: YES/NO **How long has it been vacant:** _____

Previous Business Name: _____

This application must include a plan showing required landscaping and parking on the property. The plan must be to scale with accurate measurements and type of landscaping clearly labeled.

A separate C/O is required for each tenant space and/or building.

I hereby certify that I have read and examined this application and know the same to true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: _____ **Date:** _____
Contact Name: _____ **Phone:** _____