



PLAINVIEW, TX
explore the opportunities

**CERTIFICATE OF OCCUPANCY
 APPLICATION**

******* FLOOR PLAN REQUIRED TO BE TURNED IN WITH THIS APPLICATION *******

Name of Business:		Date:
Physical Address:		Zoning:
Legal Description:		
Applicants Name:		
Applicants Mailing Address:		
Applicants E-mail Address:		
City:	State:	Zip Code:
Applicants Phone Number:	Applicants Fax Number:	Emergency Number:

<input type="radio"/> Change of Ownership	<input type="radio"/> Change of Tenant	<input type="radio"/> Change of Original Applicant
Is this an existing business MOVING to a new location: YES NO	If YES, previous address:	
Proposed Use of Building:		
Will there be any alterations or remodeling to the building? <input type="radio"/> YES <input type="radio"/> NO If yes, please contact the Building Inspections Department to check for proper permitting.		
Is this business a name change only? <input type="radio"/> YES <input type="radio"/> NO		
Total Square Footage:		

Any Plumbing, Electrical, or Mechanical work to be done must be performed by licensed, qualified personnel. All wall, freestanding, or portable signs must have a permit prior to being installed or erected. No change is to be made to this building, or in the use of this building or premises, which is inconsistent with the information provided in this certificate of occupancy application or other applicable city ordinance. Please return this application to the City of Plainview Building Inspection Department located in the basement of City Hall, 901 Broadway. Certificate of Occupancy application fee is \$25.00, payable at the time of application.

Applicant Name (Print) _____

Applicant Signature _____