

City of Lake Worth  
 Permit Department  
 3805 Adam Grubb  
 Lake Worth, Texas 76135  
 817-237-1211 x112 Fax 817-237-1333



## CERTIFICATE OF OCCUPANCY APPLICATION

### BUSINESS INFORMATION

<b>Date:</b>		<b>Permit #:</b>	
<b>Business Address:</b>			
<b>Business Name:</b>			
<b>Business Phone #:</b>	<b>Business Fax #:</b>	<b>Email:</b>	
<b>Business Type:</b>		<b>Square Footage of Building/Lease Space:</b>	
<b>Taxpayer ID #:</b>		<b>Texas State and Sale Use Tax Permit Copy Provided (required):</b> <input type="checkbox"/> YES	
<b>Emergency Contact Name:</b>	<b>Emergency Phone #:</b>	<b>Alternate Emergency #:</b>	

### TENANT/LEASEE INFORMATION

<b>Company Name:</b>		<b>Contact:</b>	
<b>Mailing Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>	<b>Fax:</b>	<b>Email:</b>	

### PROPERTY OWNER INFORMATION

<b>Owner/Company Name:</b>		<b>Contact:</b>	
<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>	<b>Fax:</b>	<b>Email:</b>	

I understand that this application must be filled out completely, a copy of the business Texas State and Sale Use Tax Permit for this location, and the required fee (\$100.00) must turned in for the certificate of occupancy to be processed. I hereby certify that the information provided in this application is true and factual to the best of my knowledge. I further understand that the certificate of occupancy will not be prepared and issued until all necessary departments have approved the project.

<b>Signature:</b>	<b>Date:</b>
<b>Printed Name:</b>	<b>Title:</b>

#### OFFICE USE ONLY

<b>Fee: \$100.00</b>	<b>Date Paid:</b>	<b>Receipt #:</b>	
<b>Building Department Approved:</b> <input type="checkbox"/>	<b>Date Approved:</b> <input type="text"/> / <input type="text"/> / <input type="text"/>	<b>Fire Department Approved:</b> <input type="checkbox"/>	<b>Date Approved:</b> <input type="text"/> / <input type="text"/> / <input type="text"/>
<b>Classification:</b>	<b>Construction Type:</b>	<b>Zoning:</b>	<b>Occupant Load:</b>