



## Certificate of Occupancy Application

6800 Main Street, The Colony, TX 75056  
Phone 972-624-3158

Permit #: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved by Planning: \_\_\_\_\_  
 Disk Provided:  Yes  No

THIS APPLICATION IS TO ALLOW OCCUPANCY TO A SPECIFIED SPACE IN ORDER TO CONDUCT BUSINESS.  
 ANY ALTERATIONS WILL REQUIRE A SEPARATE PERMIT TO BE SUBMITTED IN CONJUNCTION WITH THIS APPLICATION.  
 Incomplete application and/or submittal will delay the review process.

Tax ID# (Responsibility of the business owner.) Contact the State Comptroller's Office at <http://www.window.state.tx.us/> or toll-free 1-800-252-5555.

(\$75.00 FEE)

- New Business     New Business Owner     Business Name Change  
 To be done at Building Final     Temporary/Seasonal

Business Address \_\_\_\_\_ Suite \_\_\_\_\_

Business Phone \_\_\_\_\_

Name of business as to appear on CO \_\_\_\_\_

Type of business \_\_\_\_\_ Total Sq ft \_\_\_\_\_

Occupancy Classification \_\_\_\_\_ Construction Type \_\_\_\_\_ Dining Sq ft (if applicable) \_\_\_\_\_

Flood Zone \_\_\_\_\_ Zoning \_\_\_\_\_ Parking Provided \_\_\_\_\_

# of stories \_\_\_\_\_ Avg. # of Employees \_\_\_\_\_

**Business Owner Information:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

**Property Owner Information:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

**General Information:**

- Obtain Certificate of Occupancy by:  Pick up  Mail  
 If requesting to have mailed, please indicate the location to send to:  Business Address  Business Owner  Property Owner

**Food Establishment:**

Yes  No

**Fire Sprinkler:**

Yes  No

**Alcohol Sales:**

Yes  No

<b>Does your occupancy or business involve storage, sale, or use of the following:</b>			
Flammable or combustible liquids (10 gal. or more)	yes [ ] no [ ]	High piled storage of combustible items	yes [ ] no [ ]
Dust producing equipment or materials	yes [ ] no [ ]	Compressed gases	yes [ ] no [ ]
Explosives or ammunition	yes [ ] no [ ]	Fireworks	yes [ ] no [ ]
Magnesium	yes [ ] no [ ]	Paint/flammable material	yes [ ] no [ ]
Poisonous or hazardous chemicals or acids	yes [ ] no [ ]	Liquid Petroleum gas	yes [ ] no [ ]

Are the utilities on? \_\_\_\_\_ If "NO", an electrical and/or plumbing permit must be issued, finalized, and the utilities must be on before calling any inspections for CO final.

*I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the most recently adopted International Building Codes and all other applicable state and local laws, ordinances, and regulations.*

Applicant Name (PRINT) \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_