

# BUILDING

## CERTIFICATE OF OCCUPANCY

Complete all sections below. Please Print

Application Date: \_\_\_\_\_ Permit No. \_\_\_\_\_ Project No. \_\_\_\_\_  
(Office Use Only) (Office Use Only)

Job Address \_\_\_\_\_

Property Owner \_\_\_\_\_ Owner's Phone No. \_\_\_\_\_

Owner's Address \_\_\_\_\_

Describe Type of Business \_\_\_\_\_

Business Name \_\_\_\_\_

Food or Beverage Sold, Served or Prepared: Yes  No  If Yes: Cooked  Pre-packaged   
**If yes, Check with Health Department on 2<sup>nd</sup> floor of Middletown City Building**

Liquor: Yes  No  If Yes, contact State of Ohio Department of Commerce

Adult Entertainment: Yes  No  If Yes, contact Middletown Police Department

Length \_\_\_\_\_ Width \_\_\_\_\_ Area \_\_\_\_\_ sq. ft. Stories \_\_\_\_\_ Height \_\_\_\_\_

Applicant:

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

Address \_\_\_\_\_

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

### PLEASE READ AND SIGN

I, the undersigned do hereby affirm: The above statements are true and correct and also agree to comply with the provision of the ordinances of the City of Middletown. I will comply with all conditions of the permit once issued. The owner in fee authorizes the proposed work and I have the authorization to make this application. Upon notification of approval, permit fee must be paid and permit obtained within thirty (30) days, or application will be canceled.

The information requested on this application may be relied upon by the City in considering the permit. Any false statement made knowingly may be grounds for criminal action under state and local law: Ohio Revised Code §2921.13, Middletown Codified Ordinance § 606.10

Owner  
 Owner Representative \_\_\_\_\_  
(Please print name) (Signature)

PLEASE NOTE: This application will expire 12 months after approval if permit is not issued.

Person to notify when permit is ready: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Provide a floor plan showing dimensions of all areas and exits. Label each space with its intended use.**

**A separate application is required for zoning approval.**

**A separate permit will be required for any electric, plumbing, HVAC, or signage work being performed.**