



## Community Development Department TENANT OCCUPANCY APPLICATION

1500 Morrow Rd. Morrow, GA 30260 678.902.0924 (T) 770.960.3002 (F)

Application Date: \_\_\_/\_\_\_/\_\_\_

PERMIT NO. \_\_\_\_\_

**THIS APPLICATION IS FOR ALL BUSINESSES THAT ARE NEW, CHANGING LOCATIONS OR CHANGING OWNERSHIP.**

**Property & Tenant Information:**

ADDRESS:		SUITE #	BUSINESS NAME:
CONTACT NAME:		E-MAIL:	
PHONE #:	SQUARE FOOTAGE OF SPACE:	SERVICE(S) OFFERED: <input type="checkbox"/> See Attached	
ESTIMATED OPEN DATE:	PROPOSED CHANGE(S) TO SPACE:		
PREVIOUS USE OF SPACE:			

**Owner/Landlord Information:**

NAME:	ADDRESS:
CONTACT PERSON:	EMAIL:
PHONE #:	ALTERNATE #:

**REASON FOR THIS REQUEST:**

My business is  New  Changing Locations (within the City of Morrow) or  Changing Ownership

If Changing Locations, what was your previous address: \_\_\_\_\_

**I CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT. IN THE EVENT THAT THERE IS A CHANGE IN STATUS ON THIS PROJECT, I UNDERSTAND THAT I WILL BE HELD RESPONSIBLE TO ONLY DO THE WORK STATED ABOVE, UNLESS THE COMMUNITY DEVELOPMENT DEPARTMENT HAS BEEN NOTIFIED IN WRITING, OF ANY CHANGE. I UNDERSTAND THAT THIS PERMIT MAY BE REVOKED FOR FALSE STATEMENTS OR REPRESENTATION AS TO ALL ELEMENTS OF THIS APPLICATION. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING OPENING AND OPERATING A BUSINESS, INCLUDING OBTAINING A BUSINESS LICENSE AND APPLICABLE PERMITS FROM THE CITY OF MORROW, SHALL BE COMPLIED WITH.**

Date: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**FOR OFFICE USE ONLY : (Processed and entered into the system)**

ZONING VERIFIED: \_\_\_\_\_ ACCEPTED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_

APPLICATION/PERMIT FEE: \$ \_\_\_\_\_ PAYMENT METHOD:  CHECK CHECK # \_\_\_\_\_  CREDIT/DEBIT CARD  MONEY ORDER

APPROVED/DENIED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



Community Development Department  
**TENANT OCCUPANCY APPLICATION**

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**Contact List**

**City of Morrow:**

**Yasmin Julio**  
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**Van Tran**  
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*Administrative Services/Business License*  
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**Marti Tracy**  
*Code Enforcement Officer*  
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**Other Contacts:**

**Troy Usry**  
**Clayton County Water Authority**  
770.478.7496, Ext. 202  
[tursy@ccwa.us](mailto:tursy@ccwa.us)  
*\*ALL restaurant owners and/or tenants must call for inspections prior to allowing for any permit*

**Samuel McCullough**  
**Clayton County Environmental Health**  
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[smccullough@dhr.state.ga.us](mailto:smccullough@dhr.state.ga.us)

**Patrick Ejike**  
**Clayton County Planning & Zoning**  
770. 477.3569

**GA Department of Natural Resources**  
**Environmental Protection Division**  
404. 657.5947

**GAPower Company** 404.506.6526  
(404) 506-6526

**Atlanta Gas Light**  
404.584.4000