



Livingston Building Department

New Tenant Certificate Application

Application Fee: \$150

Date: _____

Address of business: _____ Block: _____ Lot: _____

Name of business: _____

Current use group: _____ Proposed use group: _____

Applicant Information:

Seller/Landlord Information:

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Description of new business: _____

Commercial zoning application approved?

☐ Yes

☐ No

New signage to be installed?

☐ Yes

☐ No

I hereby certify that all of the above information is true to the best of my knowledge. If any work is to be performed in the future, permits will be obtained.

Signature

Date

Office Use Only

☐ Cash ☐ Check #: _____ Staff Initials: _____ Receipt #: _____

Date Inspected: _____ Approved: _____ Denied: _____