

ASSEMBLY OCCUPANCY PERMIT APPLICATION	<i>FIRE MARSHAL'S OFFICE</i> <i>PORT ARTHUR FIRE DEPT.</i> 409-983-8737 300 Waco Avenue Port Arthur, TX 77640	
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BUSINESS NAME	ADDRESS	PHONE

OWNER / RESPONSIBLE PARTY			
NAME	ADDRESS	PHONE	EMAIL

EMERGENCY CONTACT	ADDRESS	PHONE	EMAIL

PERSON SUBMITTING APPLICATION	PHONE	EMAIL

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FIRE MARSHAL ISSUED OCCUPANT LOAD:	
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HAS FLOOR PLAN OF BUILDING(S) CHANGED	YES		NO	
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HAS NUMER OF UNITS OR RESIDENTS CHANGED	YES		NO	
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BELOW FOR OFFICE USE ONLY				
QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
	Permit Fee	Base permit fee	\$100	
	Assembly Inspection Fee	New business consultation / walk-thru	No Charge	
	Assembly Inspection Fee	Occupant load of 50-500	\$75	
	Assembly Inspection Fee	Occupant load of 501 or greater	\$150	
ACCOUNT # 001-0000-322-82-00 / 001-19-000-4275-00-00-000 Code: FALAR			TOTAL	

Non-refundable payment is due at the time of submittal. Credit card payments accepted through Fire Marshal's Office. All other payment methods accepted in person through City Cashier.

City Cashier: City Hall Annex Building, 444 4th Street, Port Arthur, TX 77640

PERMIT NUMBER:

Email completed form to: Fireprevention@portarthurtx.gov