



Permit No. _____

Date of Issue _____

TOWNSHIP OF MUHLENBERG
210 George Street, Reading, PA 19605

Application for a Certificate of Occupancy Business and Industrial

OWNER OF BUILDING

Name: _____

Address: _____

_____ Telephone Number _____

TENANT OF BUILDING

Business Name: _____

Business Location: _____

_____ Telephone Number _____

OWNER OF BUSINESS

Name: _____

Home Address: _____

_____ Telephone Number _____

BUILDING INFORMATION

Proposed Use For Building _____

Anticipated Date of Occupancy: _____

Square Footage of Tenant Space _____ sq. ft. Is Tenant Space Sprinklered? Yes ___ No ___

Is Tenant Space Currently Connected to Automatic Fire Alarm? Yes _____ No _____

Date Requested for Final Inspection _____ Time: _____

Signature: _____

Name Printed: _____

Title (Owner, Manager, etc.) _____

INSTRUCTIONS:

1. Permit Fee \$150.00 per hour. The Occupancy Permit Fees will be invoiced by the Township. Fees must be paid prior to the issuance of any Occupancy permit. **PLEASE write separate check for this form.**
2. Print or type all information.
3. Make check or money order payable to the TOWNSHIP OF MUHLENBERG. (Do not send cash)
4. Send form and check or money order to: Township of Muhlenberg, 210 George Street, Reading, PA 19605
Attn: Building Inspector

Application should be filed ten (10) days prior to date requested for final inspections.

Revised 5/26/2016