



CITY OF BRIDGEPORT
BUILDING OCCUPANCY REQUEST

This form is to be submitted for all new businesses that will maintain a physical location within the City of Bridgeport. It is also required for each existing business that will move or expand to a new location within the City. You will not be permitted to conduct business until the occupancy request is approved by the Community Development Director. Please complete form and return with Municipal Registration Application.

BUSINESS NAME: _____

OWNER'S NAME: _____

CONTACT PERSON: _____

BUSINESS LOCATION: _____

MAILING ADDRESS: _____

TELEPHONE: _____ **CELL:** _____

BUSINESS DESCRIPTION: _____

NUMBER OF EMPLOYEES: _____

SQUARE FOOTAGE OF BUSINESS STRUCTURE: _____

NUMBER OF OFF STREET PARKING SPACES AVAILABLE: _____

WILL YOU BE THE SOLE OCCUPAN OF THIS BUILDING OR ARE THERE OTHER TENNANTS? _____

WILL IT BE NECESSARY FOR YOU TO STORE ANY TYPE OF HAZARDOUS MATERIALS ? YES OR NO (CIRCLE) IF YES, DESCRIBE: _____

SIGNATURE: _____

TITLE: _____

FOR OFFICIAL USE ONLY:

APPROVED _____

NOT APPROVED _____

COMMENTS: _____

DIRECTOR, COMMUNITY DEVELOPMENT

DATE