



CITY OF JENKS CHANGE OF OCCUPANCY APPLICATION

P.O. Box 2007 • 211 N. Elm
Jenks, OK 74037 • (918) 556.7442

APPLICANTS NAME:			DATE:			
EMAIL ADDRESS:			PHONE NO.:			
BUSINESS NAME:			OK SALES TAX NO.:			
BUILDING ADDRESS:			BUSINESS FEDERAL ID NO.:			
OWNER:			PHONE NO.:			
ADDITION:		LOT	BLOCK	SECTION	TOWNSHIP	RANGE
LOT FRONTAGE:	LOT DEPTH:	BLDG TOTAL SQUARE FEET:				
NO. OF STORIES:		NO. OF BASEMENT LEVELS:				
BUILDING HEIGHT:		BUILDING WIDTH:				
BUILDING DEPTH:		OCCUPANT LOAD:				
TOTAL NO. OF PARKING SPACES:		TOTAL NO. OF WATER CLOSETS: Male ____ Female ____				
BUILDING SPRINKLER: <input type="checkbox"/> Yes <input type="checkbox"/> No		ZONING DISTRICT:				
USE GROUP:		CHANGE OF USE GROUP: <input type="checkbox"/> Yes <input type="checkbox"/> No				
SIGNATURES						
Fire: \$50.00	APPLICANT:		Date:			
Building: \$50.00	FIRE CHIEF:		Date:			
State Tax: \$9.00	ZONING:		Date:			
Total: \$109.00	BUILDING INSPECTOR:		Date:			
PERMIT NO.	FINAL INSPECTION:		Date:			

*** * (RESTAURANT) MUST INCLUDE A COPY OF APPROVED PLANS FROM TULSA HEALTH DEPARTMENT * ***
 An inspection of the business by Protective Inspections and Jenks Fire Department is required to obtain a Certificate of Occupancy before opening to the public. Permittee MUST request Inspection. Failure to comply is punishable by daily fine.