



CITY OF LA MARQUE

"Gateway to the Gulf"

1130 1st St., La Marque, TX 77568

409-938-9219 Permits@CityOfLaMarque.Org

CERTIFICATE OF OCCUPANCY APPLICATION

BUSINESS NAME: _____

OWNER'S NAME: _____ CORPORATION or PARTNER: _____

OWNER'S STREET ADDRESS: _____ CITY: _____ ZIP: _____

OWNER'S PHONE: _____ CELL: _____ EMAIL: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____ WEB SITE: _____ EMAIL: _____

TYPE OF BUSINESS OR INTENDED USE OF SPACE: _____

IF FOOD BUSINESS, GALV CO HEALTH DEPT LICENSE #: _____

(FOR FIRE INSPECTOR USE ONLY)

USE CLASSIFICATION: _____

OCCUPANCY LOAD: _____

CONSTRUCTION TYPE: _____

PERMIT #: _____

ISSUE DATE: _____

EXPIRATION DATE: _____

PERMIT FEES PAID: \$ _____

APPROVED BY: _____

DATE APPROVED: _____

To receive an inspection for a "Certificate of Occupancy", it is important that the following documents and actions are completed:

1. Complete and Sign the "Certificate of Occupancy" application.
2. Return application to the City of La Marque Permits Department and pay the application/inspection fee. (See Schedule of Fees adopted 9/8/2022)
3. Include with the application, the business DBA, lease agreement or ownership document if applicable.
4. Include copies of all state or local licenses and proof of business insurance (other requirements may apply)
5. Upon issuance of Certificate of Occupancy license it must be posted in public view near the entrance of the business.
6. Business space must be accessible for the Fire Marshal to inspect or a business representative on site to open it.

*****A BUILDING PERMIT IS VOID AFTER 180 DAYS IF NO WORK HAS COMMENCED*****

I, _____ HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAW AND CITY ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE BE COMPLIED WITH WHETHER SPECIFIED OR NOT. THE ISSUANCE OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAWS REGULATING CONSTRUCTION OR THE PERFORMAMCE OF CONSTRUCTION.

APPLICANT SIGNATURE: _____ DATE: _____