





I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work have been complied with whether specified herein or not. I request the City to perform a final inspection and issue a Certificate of Occupancy.

\_\_\_\_\_  
**Signature of Contractor or Owner**

\_\_\_\_\_  
**Date**

***Required Materials to Accompany the Application***

*The Community Development Director may waive informational requirements upon finding that the information is not required to determine compliance with UDC requirements.*

1. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment.

**Return Form to:  
Building Department  
City of Villa Rica  
5717 West Bankhead  
Villa Rica, GA 30180  
(770) 459-7000  
Fax: (770) 459-7003**

<b>For Department Use Only</b>	
Case No:	_____
Filing Fee:	_____
Date Received:	_____
Pre-Application Conf:	_____
Staff Comments/Findings:	_____
Action and Date:	_____
	_____
	_____



### PROCESS

