

**CITY OF GERMANTOWN  
APPLICATION FOR BUSINESS PERMIT**

One North Plum Street  
Germantown, Ohio 45327

Phone: (937) 855-7255 Fax: (937)855-3215  
<http://www.germantown.oh.us>

Date: \_\_\_\_\_

Property Address: \_\_\_\_\_ Property ID Number: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant (if other than property owner): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**PROPOSED BUSINESS NAME:** \_\_\_\_\_

**DESCRIPTION OF BUSINESS (Be detailed):** \_\_\_\_\_

1. If the business is retail, specifically what items will you be selling? \_\_\_\_\_

2. If the business is repair oriented, what types of items will you be repairing? \_\_\_\_\_

3. If the business is service oriented, what services are you providing? \_\_\_\_\_

4. Will the business be using any chemicals or potentially hazardous materials? Yes  No

4.a If "Yes," What types? \_\_\_\_\_

5. Will you be doing any structural remodeling? Yes  No  (if "No," skip to #6)

5.a Did you include 3 sets of detailed drawings of the changes? Yes  No

5.b Did a registered architect prepare the plans? (Recommended) Yes  No

6. Will you have employees? Yes  No  If "Yes," Approximate number \_\_\_\_\_

7. Will you have an advertising sign? Yes  No

7a. If "Yes," where will it be located? In the window  On the exterior   
(You will need a separate Sign Permit to erect a sign on the exterior)

8. I have included three (3) copies of my floor plan for any walk-thru.

The property owner understands that the application and other information presented for the above proposed business shall be located entirely upon the property location indicated above and further understands that the property owner shall be liable for substantiating the same. **The property owner and/or applicant further understands that a Business Permit from the City of Germantown and a Certificate of Occupancy from National Inspection Cooperation are required before the commencement of any use or occupancy of any building.**

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Applicant



**OFFICE USE ONLY**

Zoning District: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Copy to: Tax Department

Approved  \*Denied

Fire Department

Water Department

Permit Number: \_\_\_\_\_

Police Department

Fees: \_\_\_\_\_

Copy of Business Regulations Booklet? Yes  No

\_\_\_\_\_  
Signature of Zoning Compliance Officer

\*Notes: \_\_\_\_\_  
\_\_\_\_\_