



**CHATHAM COUNTY**

**DEPARTMENT OF BUILDING SAFETY  
AND REGULATORY SERVICES**

**P.O. Box 8161**

**1117 Eisenhower Dr., Suite D**

**Savannah, GA 31412-8161**

**912-201-4300 | Fax 912-201-4301**

**http://buildingsafety.chathamcountyga.gov**



**Gregori S. Anderson, CBO  
Director**

**Clifford Bascombe, CBO  
Assistant Director**

**Change of Address for Occupational Tax Certificate**

*(\$25.00 Fee & Proof of location Required)*

<b>License Number:</b>			<b>Date:</b>		
Business Name / DBA					Business Telephone
Previous Location Address	Suite/Unit	City	State	Zip Code	
<b>New Address &amp; Contact Information *(Provide Signed Lease or Utility Bill with change of Address Form</b>					
Business Telephone:		Classification – brief description of primary business activity:			
Current Location Address	Suite/Unit	City	State	Zip Code	
Mailing Address	Suite/Unit	City	State	Zip Code	
New P.I.N.					

By signing below, I hereby certify, under penalty of perjury, that statements made herein are to the best of my knowledge true and correct. **\*Include a copy of current issued State Identification/Driver's License**

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

\_\_\_\_\_  
Print Name of Applicant and Title

**STAFF USE ONLY**

**Received By Occupational Staff:** \_\_\_\_\_

**Zoning Approval:** This area [ ] Is / [ ] Is Not Properly Zoned for the Proposed Business.

Property Zoned: \_\_\_\_\_ Approved By: \_\_\_\_\_ Date \_\_\_\_\_

**Fire Approval:** This Proposed Business & Location [ ] Does / [ ] Does Not Meet Local Fire Codes.

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_