



# COMMERCIAL BUSINESS & ZONING APPLICATION

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Owner of business: \_\_\_\_\_

Emergency phone: \_\_\_\_\_ Business phone: \_\_\_\_\_

Type of business: \_\_\_\_\_

Business Hours: \_\_\_\_\_ Email: \_\_\_\_\_

**If applicant is renting please complete next 3 lines:**

Owner of building: \_\_\_\_\_

Owner's mailing address: \_\_\_\_\_

Owner's phone number: \_\_\_\_\_

Property is zoned: \_\_\_\_\_

Property is being used for: \_\_\_\_\_

**Before you can open for business all signatures below must be completed.**

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Zoning Administrator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire/Safety Inspector

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Inspector

\_\_\_\_\_  
Date

**5 Steps to opening a business in the City of White Oak:**

- 1. Complete Commercial Business & Zoning Application Form**
- 2. Zoning Administrator approves/disapproves zoning**
- 3. Fire/Safety Inspection 903.759.6615**
- 4. Building Inspection for inspection/Certificate of Occupancy 903.759.5522**
- 5. City Coordinator Review/Approve**