



8236 West Main Street, Alexandria, KY 41001
Phone: 859-635-4125
Fax: 859-635-4127

COMMERCIAL CHANGE OF USE OR OCCUPANCY

FEE: \$75.00

Project (Business) Name/Description: _____

Project Address: _____

Applicant Name: _____

Address: _____

City: _____ State/Zip : _____

Phone #: _____ Email: _____

Property Owner: _____

Street Address: _____

City: _____ State Zip: _____

Phone #: _____ Email: _____

Prior Business Name: _____

Proposed Business Name: _____

Proposed Activity: (Check all that apply):

- Change in Use (Changing from one type of business to a different type of business)
- Change in Occupancy (Changing in occupancy, but the same type of business)
- Construction and/or remodeling work. (A building permit may be required)

Existing use(s) of building: _____

Proposed use(s) of building: _____

Occupational Tax License # for new business: _____

YOU ARE REQUIRED TO HAVE A FIRE INSPECTION PRIOR TO OPENING BUSINESS.
PLEASE CALL ALEXANDRIA FIRE DEPARTMENT – 859-635-5991

Date

Applicant Signature

.....
(For City Use Only)

Permit. #: _____

Date Received: _____

Approved by: _____