



Chatham County ~ Department of Building Safety & Regulatory Services  
 Occupational Tax Division ~ P.O. Box 8161, Savannah, GA 31412-8161  
 Physical Address: 1117 Eisenhower Drive, Suite D, Savannah GA 31406  
 Office: 912-201-4300 | Fax 912-201-4301 Website: <https://buildingsafety.chathamcountyga.gov/>

## Change of Address Request

[Home-based businesses require an updated Homeowner's Affidavit]

<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, Title

**STAFF USE ONLY**

**Zoning Approval:** This area  Is  **Is Not** Properly Zoned for the Proposed Business. Zoned: \_\_\_\_\_

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

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

Occupancy Load: \_\_\_\_\_

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