

**Jonesborough Public Safety Department
123 Boone Street
Jonesborough, TN 37659
(423) 753-1053**

Business Directory Contact Form

The Contact Information on this form is shared between the Jonesborough Police Department and the Jonesborough Fire Department to facilitate communication in an emergency situation. It is important that Jonesborough officers and firefighters know who to call after hours if a fire or other emergency situation related to your business occurs.

DATE OF LISTING _____

BUSINESS NAME _____

STREET / BUILDING ADDRESS _____

BUSINESS PHONE NUMBER _____

OWNER – HOME PHONE #: _____

OWNER – CELL PHONE #: _____

KEY HOLDER NAME (1) _____ PHONE: _____

KEY HOLDER NAME (2) _____ PHONE: _____

BUILDING OWNER _____ PHONE: _____

MISCELLANEOUS INFORMATION _____

I HAVE RECEIVED A COPY OF THE ATTACHED LETTER DETAILING CERTIFICATE OF OCCUPANCY, SIGN PERMIT AND BUILDING PERMITS

SIGNED: _____ DATE: _____

CONTACT HAS BEEN MADE WITH JONESBOROUGH'S BUILDING INSPECTOR

DATE: _____

Jonesborough Building Inspector (423) 753-1035

IMPORTANT – This sheet must be completely filled out before Application is returned.

I have received a copy of and read the Business License Applicant information sheet in the Business License Packet that details guidelines for a Certificate of Occupancy, Business Sign Permit, and Building Permit. I also understand that I must have a Certificate of Occupancy to open a store, and to obtain that certification I must contact the Jonesborough Building Inspector (423-723-1035).

SIGNED: _____ DATE: _____

Please return the Business Directory Contact Form with the Business License Application