

Site Address		Block	Lot	Zone
Type of Application	Change in Tenant	Change in Ownership		
Property Owners Information:				
Name				
Address				
Phone #				
Fax #				
Previous Business Name				
Previous Business Use				
Property Owners Permission				
By signing this application I am giving you permission to visit my property to view and verify all existing conditions if it is needed.				
Signature of Property Owner: _____ Date: _____				

Include 1 copy of the following items

Photo	Interior Bldg plan, neat to scale	Sealed/Engineered Site Plan w/ parking layout (under 5 yrs)
Check made payable to "Borough of Westwood" in the amount of Two Hundred dollars (\$200.00)		
Date	Check #	Batch #

I certify that the statements made herein are true: _____
 Landlord / Tenant (Circle one)

Any incorrect or falsified information will render this application void and any approvals based on it.

Proposed New Tenant / Owner and Use Information

Registered / Legal / Corp. Name	
Business (d b a) Name	
Sq Footage being Leased / Sold	
Business Owners Name	
Business Owners Home Address	
Business Owners Tele. # & Fax	
Hours of Operation to be	
Days of Operation will be	
Number of Employees will be	
# of Designated Parking Spaces	
Business Use ----->	Attach a detailed, typed description of your proposed use
Building Improvements ----->	Description of proposed renovation, other than general painting etc
Signage to be installed ----->	Separate application must be filed
Outside Storage ----->	Not Allowed in any Zone

* * * * For Zoning Official's Use Only * * * * *

Any missing information will render this application **denied** and another fee will be assessed

