



## CERTIFICATE OF OCCUPANCY TERMINATION REQUEST FORM

Have you obtained a certificate of occupancy in order to operate a business in the territory of the City of Chateauguay and your business is moving, undergoing a change of administration or is closing its doors? You must then terminate your business permit (certificate of occupation).

### PROCEDURE:

1. Complete this form;
2. Submit your request to the Inspection and Permits Division by mail to City Hall at the above mentioned address or by email to the following address: permis@ville.chateauguay.qc.ca

### IDENTIFICATION OF THE APPLICANT

Name:*	Function:	
Address:		
City:	Province:	Postal code:
Phone:	Email:	
<i>*A power of attorney must be provided if the applicant does not own the property concerned.</i>		

### IDENTIFICATION AND LOCATION OF THE COMPANY

Company Name:		
Address:	Local / office / suite:	
City:	Province :	Postal code:
Phone:	Email:	
Web site:	Facebook :	
Registration number (NEQ) :		
<b>Description of the company's activities:</b>		
_____		
_____		
_____		

### TERMINATION DATE

Business closing date:
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### REASON FOR TERMINATION

<input type="checkbox"/> Closure of the business	<input type="checkbox"/> Move*	
<small>* Also complete the <a href="#">Occupancy certificate application form</a> for the new location (if business is still on the territory of the City of Chateauguay)</small>		

### DÉCLARATION

The undersigned declares that the foregoing information is complete, correct and true.	
Signature: _____	Date: _____ YYYY / MM / DD