



Office of City Clerk  
P.O. Box 561  
Crescent, Oklahoma 73028  
Office (405) 310-8200 Fax (405) 969-3775

**REQUEST FOR CERTIFICATE OF COMPLIANCE**  
**CITY OF CRESCENT, OKLAHOMA**

(To be completed by requestor)

(MAILING ADDRESS)

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE: \_\_\_\_\_  
PHONE # \_\_\_\_\_  
SIGNATURE \_\_\_\_\_

(PHYSICAL ADDRESS FOR INSPECTION/CERTIFICATION)

BUSINESS NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE # \_\_\_\_\_

**CHARGES:** A charge for the physical inspection and processing of this request is authorized by state law and has been established by the city governing body. This charge is set at a level to compensate the city for the actual costs incurred in honoring your request. The fee schedule established by the city is posted in this office.

The charge to you for the inspection and Letter of Certification is: \$50.00

Prepayment of the above amount

\_\_\_\_\_ Is required \_\_\_\_\_ is not required

Your copy of this form is your receipt

(To Be Completed by City Clerk)

Time of Request \_\_\_\_\_ Date: \_\_\_\_\_  
Staff Time Involved \_\_\_\_\_ Hours \_\_\_\_\_ Minutes

Charges \_\_\_\_\_  
Prepaid \_\_\_\_\_  
Paid \_\_\_\_\_  
Billed \_\_\_\_\_

\_\_\_\_\_  
City Clerk

[Type here]