

Sanders County Land Services

Building for Rent or Lease Certificate of Approval Application Form

Applicant Information

- Applicant Name: _____
- Mailing Address: _____
- City, State, ZIP: _____
- Phone Number: _____
- Email Address: _____

Designated Representative (if applicable)

- Name/Business: _____
- Mailing Address: _____
- City, State, ZIP: _____
- Phone Number: _____
- Email Address: _____

Property Information

- Property Owner (if different): _____
 - Physical Address of Property: _____
 - Legal Description (attach if needed): _____
 - Geocode: _____
 - Date of Conditional Approval: _____
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Purpose of Application

This application is for issuance of a **Certificate of Approval** for a Building for Rent or Lease previously approved by the Governing Body of Sanders County. The Certificate of Approval signifies that all conditions of approval and applicable requirements have been satisfactorily completed in accordance with the Sanders County Building for Lease or Rent Regulations.

Conditions of Approval Compliance Summary

The applicant must provide a **detailed listing of each condition of approval** imposed by the Governing Body, together with **written documentation demonstrating compliance** with each respective condition. Supporting documentation must be attached to this application.

Applicant Certification

By signing below, the applicant certifies that all information provided in this application and all accompanying documentation are true and correct to the best of their knowledge. The applicant further acknowledges that submission of this application does not guarantee issuance of a Certificate of Approval until all conditions and regulatory requirements are verified as complete by Sanders County Land Services.

Applicant Signature: _____

Date: _____

Owner Signature (if different): _____

Date: _____

Administrator Review and Determination (For Office Use Only)

Date Received: _____

Received By: _____

Review Completed: _____

All Conditions of Approval Verified as Complete:

☐ Yes

☐ No

Certificate of Approval Issued:

☐ Approved

☐ Denied (see attached explanation)

Administrator Name: _____

Signature: _____

Date: _____

Official Use Only:

Certificate of Approval No.: _____

Date of Issuance: _____