



## Address Application Form

### **Required Information**

Applicant Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Developer Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Existing APN or Tract #: \_\_\_\_\_

Date: \_\_\_\_\_

Reason for request: \_\_\_\_\_  
\_\_\_\_\_

Proposed address to be assigned: \_\_\_\_\_  
(optional for single addresses)

Please check one:

- ☐ Tract      ☐ Additional unit(s)      ☐ Commercial      ☐ Apartment Complex  
☐ Utility      ☐ Other: \_\_\_\_\_

### **Site Plan Requirements:**

All site plans shall include a north direction arrow, show location of front/entry door(s); and for tracts, apartments or multifamily buildings, all floors and all units per floor shall be shown with the grid system. Please see reverse for instructions on size and quantity for each type of address.

### **Fees:**

Single situs assignment is based on the adopted Master Fee Schedule for services provided. Each additional address or multiple addresses are charged on a time and material basis. Refer to the City's [Master Fee Schedule \(MFS\)](#).

### **DECLARATIONS**

- ☐ I certify that I have read this application and state that the above information is correct.  
☐ I agree to pay the fees required for processing applications for address requests.  
☐ I understand addressing will comply with all provisions of Section 7.08 of the Dublin Municipal Code.  
☐ I acknowledge that the address(es) must be approved by the City of Dublin, must correspond with existing addressing, and should addressing be proposed it is not a guarantee.

Signature of Owner, Applicant or Developer: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

