



**Town of Rolesville & Wake County
Building Inspection Request
Notification Form**



Wake County
Public Safety Fire/Rescue Division
P.O. Box 550
Raleigh, NC 27602
Phone: (919) 856-5625
Fax: (919) 856-6236
H. Lee Gupton Jr.
lee.gupton@wakegov.com

Town of Rolesville
Planning Department
P.O. Box 250
Rolesville, NC 27571
Phone: (919) 554-6517
Fax: (919) 556-6852
Kevin Lewis
kevin.lewis@rolesville.nc.gov

Applicant's Name	
New Business's Name	
Business Owner/Tenants Name	
Building/Business's Address	
Building Owner's Name	
Building's Real Estate ID #	
Building's Property ID # (PIN)	
Business's Mailing Address	
Business's Phone Number	
Business's Fax Number	
Business Owner's Cell Phone Number	
Business Owner's E-Mail	
Date Proposed to Move In	
Proposed Business Use & Square Footage	
Former Business Use/Name	
Zoning District & ETJ	

All Occupancy Numbers and Property ID Numbers may be obtained from Wake County Real Estate Date Web-Site. Once the form has been completed it may be e-mail to the parties above or faxed to the Wake County fax number provided above.

Town of Rolesville personnel must complete this form and forward to the Wake County Public Safety Fire/Rescue Division as soon as a new business is business is discovered or determined to be moving in the Town or it's ETJ.

(Tenants Should Not Be Responsible for Filing This Form With Our Office)