

E9-1-1 ADDRESS REQUEST APPLICATION

1. CUSTOMER INFORMATION:	Date: _____
Applicant Last Name: _____	First Name: _____
Current Mailing Address: _____	
City: _____	State: _____ Zip: _____
Home Phone: (____) _____	Work Phone: (____) _____ Mobile: (____) _____
Email: (optional) _____	
Property Owner Name: _____	
2. PROPERTY INFORMATION:	Tax Map ID: <u>R</u> _____ - _____ - _____
Subdivision/MHP: _____	Lot Number: _____
Is this resulting from a division of land? <input type="checkbox"/> Yes <input type="checkbox"/> No	Acres Split: _____
What road is the driveway located on? _____	
Address to the right of the property: _____ to the left: _____	
(Tax map ID number can be obtained by contacting the Richland County Assessor's Office at (803)576-2660)	

NEW ADDRESS:

3. READ CAREFULLY AND SIGN AT THE BOTTOM
 Requirements: Street Address numbers must be clearly displayed so that the location can be identified easily from the road. You will not be issued a Certificate of Occupancy permit without the following:

HOMES:
 Numbers shall be no less than **3 inches high** and made of a contrasting color, durable material, and visible from the road **both day and night**. Any home more than 50 feet from the road will be required to have the numbers adequately posted at the end of the driveway.

MULTI-FAMILY or NON-RESIDENTIAL:
 Shall be at least **4 inches in height** and shall be placed on the front of the building facing the road or the end of the building facing the road. They shall be made of contrasting color, or of a durable material, and visible from the road **both day and night**.

PENALTIES (SC Code of Laws, Sec. 23-47-60):
 The owner, occupant, or agent of each house, building, or other structure assigned a number shall place or cause to be placed the number on the house, building, or other structure within twenty-one (21) days after receiving notification of the proper number assignment. Residents, businesses, owners, or others who fail to comply are guilty of a misdemeanor, triable in magistrate's court, and, upon conviction, must be fined not more than two hundred dollars (\$200.00) or imprisoned not more than thirty (30) days. Each day in violation constitutes a separate offense.
By signing this you have read, understand and agree to abide by the above conditions.

Signature: _____ Date: _____

Submit by email to gisaddressing@rcgov.us or fax to 803-576-2182 upon completion.