



## Zoning/Building Verification Letter

**Please return completed form and \$25.00 fee payable by check to the Village of Sussex:**

By email: [building@villagesussex.org](mailto:building@villagesussex.org)

By U.S. Mail or in person: Sussex Civic Center, N64W23760 Main Street, Sussex, WI 53089

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### Applicant Information

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

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

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

I would like this letter (select one): ☐ Mailed ☐ Emailed

### Property Information

Property Address: \_\_\_\_\_

Parcel Number or Tax ID Number: \_\_\_\_\_

A standard zoning verification letter will contain information about the parcel's zoning district, property/use status, and outstanding zoning violations. If you would like specific information listed on the letter, please list your requests below:

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*The information provided by the Village of Sussex in a Zoning Verification letter is based on information available from public records and is believed to be accurate. The Village of Sussex assumes no liability for errors and omissions.*

#### OFFICE USE ONLY

Date Received: \_\_\_\_\_ Payment Received: \_\_\_\_\_ Date Completed: \_\_\_\_\_