



**Department of Codes Administration**  
**NOTICE**  
**Neighborhoods Organized To Initiate**  
**Code Enforcement**

**APPLICATION FORM**

Mail or deliver application to:

Department of Codes Administration  
c/o Bill Penn, Neighborhood Coordinator  
Metro Howard Building  
700 2nd Avenue, South  
Nashville, TN 37210

Phone: 615 862-6516  
FAX: 615 862-6514

A) Legal Name of Organization:

\_\_\_\_\_

Type of Organization: \_\_\_\_\_ Neighborhood or Community Based Organization

\_\_\_\_\_ 501 (c) (3) corporation  
(Include a copy of charter & by laws)

B) Organizational Information:

Meeting Place: \_\_\_\_\_ Time: \_\_\_\_\_

Day: \_\_\_\_\_ Address: \_\_\_\_\_

Phone/fax numbers: \_\_\_\_\_ Email address: \_\_\_\_\_

Organization mailing address: \_\_\_\_\_

1) When was your organization formed? Please attach a copy of the names and contact information for the officers or board members of your organization.

2) What are the boundaries of your neighborhood?

East—\_\_\_\_\_

West—\_\_\_\_\_

North—\_\_\_\_\_

South—\_\_\_\_\_

Attach additional sheet if necessary.

