

# Town of Bolivar

60 Panama Street – PO Box 37  
 Harpers Ferry, WV 25425  
 (304) 535-2476  
 FAX (304) 535-1474



# Jefferson County Addressing Office

116 E. Washington Street, Ste. 201  
 P.O. Box 250, Charles Town, WV 25414  
 (304) 724-6759 • FAX (304) 724-8992  
 gis@jeffersoncountywv.org

## APPLICATION FOR SUBDIVISION NAME RESERVATION

Clearly print the proposed subdivision name(s) and submit this form to the Town of Bolivar. The Town of Bolivar will review the proposed subdivision name(s), mark each as approved or rejected, and then forward this form to the Addressing Office. The Addressing Office will then review, marking each as approved or rejected. Within 60 days you will be notified of which subdivision name that is approved by both entities and entered into the official subdivision name index.

The Addressing Office will retain the original form and send copies to both the applicant and the Town of Bolivar for their records. You must provide the 1<sup>st</sup> choice and up to three other options in the event the desired subdivision name is rejected.

TAX DISTRICT: \_\_\_\_\_ TAX MAP: \_\_\_\_\_ PARCEL: \_\_\_\_\_

DB: \_\_\_\_\_ PAGE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ COMPANY: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

	Subdivision Name	Town of Bolivar		Addressing Office	
		Approve	Reject	Approve	Reject
1 <sup>st</sup> Choice		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 <sup>nd</sup> Choice		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 <sup>rd</sup> Choice		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 <sup>th</sup> Choice		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\_\_\_\_\_  
 Signature (Town of Bolivar)                      Date

\_\_\_\_\_  
 Signature (Jefferson County Addressing)                      Date