



Putnam Co. Courthouse
300 East Spring St., Room 1
Cookeville, TN 38501

Office: 931-528-8428 ■ Fax: 931-520-0468

www.putnamcountyttn.gov/assessorofproperty

Notification of Business Closure

Please fill out information below

Business Name	
Date business closed	
Physical address of business	
Mailing address	
Business Owner	
Phone number	
Email	
Signature	
Date	

- In order for business closure to be finalized, you must also contact the Putnam County Clerks Office at (931) 526-7106.
 - The signature of the business owner is required in order to close business information.

Please mail or return by email to:

Tina Flatt (tina.flatt@putnamcountyttn.gov)

Sherry Prowse (sherry.prowse@putnamcountyttn.gov)

Jessica Morgan (jessica.morgan@putnamcountyttn.gov)