



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

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

[www.putnamcountyttn.gov/assessorofproperty](http://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 Sandra Freeman – [sfreeman@putnamcountyttn.gov](mailto:sfreeman@putnamcountyttn.gov)