

EAST ALTON
ILLINOIS

APPLICATION FOR OCCUPANCY PERMIT
COMMERCIAL

For Staff Use Only

Building & Zoning Department
232 Church Street
East Alton, IL 62024
618-259-1185
618-259-2095 FAX

FEE: \$75.00

Please PRINT legibly or TYPE
One unit per application
\$35.00 service fee for missed appointments

OPC- _____
Application Rec'd: _____
Inspection #1 _____
Inspection #2 _____

Property to be Inspected

Business Name: _____ Phone: _____

Street Address: _____

Type of Occupancy or Use: _____

Property Square Footage: _____

Kitchen Fire Suppression System Sprinkler System Fire Alarm System

Are there residential units attached/adjoining this business? No Yes If yes, then please complete a separate application for each unit.

Property Owner or Authorized Person's Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Phone: _____

Tenant Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Phone: _____

I, the undersigned, do hereby certify that I am authorized to make application for the Commercial Occupancy Permit and affirm that the statements made in this application are true to the best of my knowledge. I agree to conform to the Ordinances of the Village of East Alton. I understand no application will be processed or inspection conducted until full payment of the application fee is received by the Village of East Alton. It shall be unlawful for any person, firm or corporation to occupy, or permit to be occupied or to collect the rent of any existing commercial structure without first obtaining an Occupancy Permit issued by the Code Official.

OWNER/AGENT SIGNATURE