



CERTIFICATE OF OCCUPANCY APPLICATION – COMMERCIAL/INDUSTRIAL/MULTI-FAMILY

Permit #: _____

Property Information:

Property Address: _____ Lot #: _____
Contractor: _____ Phone #: _____
Email Address: _____

Business Information:

New Property Owner: _____
Business Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Closing Date: _____ Business Registration #: _____

In accordance with Village Code and policy, I have requested and received approval for each of the following inspections:

<u>Inspection</u>	<u>Applicant's Initials</u>	<u>Village-Date Approved</u>
Final Building	_____	_____
Final Plumbing	_____	_____
Final Meter	_____	_____
Landscaping	_____	_____
Engineering	_____	_____
Fire Department	_____	_____
Will County Health Dept	_____	_____
Elevator	_____	_____
Digital Files (Pdf Format) of Final Building Plans	_____	_____

Signature of Applicant: _____ Date: _____

Occupancy Request Approval Date: _____

The Village Of New Lenox Has Reviewed And Approved All Required Inspections And Documentation Necessary To Obtain The Certificate Of Occupancy.

Occupancy Request Denial Date: _____

The Village Of New Lenox Has Reviewed The Required Inspections And Documentation Necessary To Obtain The Certificate Of Occupancy And Must Deny The Request Due To The Following Deficiencies:

Comments: _____

Note:

All applications will be reviewed within one business day, Monday – Friday, of the submittal date.