

Olivette

...in the center of it all

COMMERCIAL

APPLICATION FOR AN OCCUPANCY INSPECTION AND PERMIT FOR ASSEMBLY, BUSINESS, OFFICE, RETAIL, COMMERCIAL or INDUSTRIAL USE.

FLOOR PLAN and EMERGENCY CONTACT FORM ARE REQUIRED.

APPLICATION DATE: _____ INSPECT DATE: _____

Occupancy Inspection \$ _____ Occupancy permit \$ _____ Business License \$ _____

NEW OCCUPANT COMPANY NAME: _____

Contact Name: _____ PHONE: _____

Address of inspection: _____ Zoning: _____

BUSINESS DESCRIPTION: _____

FLAMMABLE LIQUIDS Y or N _____ COMBUST. MATERIAL(paper,fabric,plastic,wood)Y or N: _____

IF YES TO EITHER, WHAT IS THE QUANTITY ? _____

OWNER OF PROPERTY: _____ PHONE: _____

OWNER ADDRESS: _____

APPLICANT NAME AND NUMBER IF DIFFERENT: _____

NO. of Employee's: _____ Sq. Footage of intended use space: _____ SPRINKLERS Y or N _____

Planned alterations to space ? Y or N _____ if so, a building permit will be required.

My Signature below certifies the above information is accurate and I understand the City of Olivette can issue a Municipal Court Summons if I allow someone to move into the property without Final inspection from the City of Olivette.

Signature: _____ Date: _____



OLIVETTE POLICE DEPARTMENT

Date: _____

To Business Owner/Manager:

The Olivette Police Department is updating our emergency contacts in our business files. It is important that we maintain accurate records in case of any emergencies and to provide efficient customer service.

Business Name: _____

Contact Name: _____ **Phone:** _____

Address: _____

EMERGENCY CONTACTS:

Name: _____ **Phone:** _____

Name: _____ **Phone:** _____

Name: _____ **Phone:** _____

Name: _____ **Phone:** _____

Building Owner Name: _____ **Phone:** _____

Alarm Company Name: _____ **Phone:** _____

Thank you for your assistance in this matter