

VILLAGE OF NEW BADEN

1 East Hanover Street
New Baden, IL 62265
(618) 588-3813
Fax (618) 588-7105

APPLICATION FOR OCCUPANCY PERMIT

**** Instructions – Please complete the application and return it to the Village Clerk with the required fee. The Chief Building and Zoning Official will contact you as soon as possible to schedule your inspection. The fee for the Occupancy Permit Inspection is \$35.00. Applicants shall receive one re-inspection at a rate of \$15.00. The fee for any subsequent inspections shall be equal to the original permit fee.**

Date _____

Address of Building _____

Present Owner(s) _____

Proposed Tenant(s) _____

Please check one: Rental ____ Sale ____ New Construction ____

Application made by: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact number: Day _____ Evening _____

Proposed occupancy date: _____

Office Use Only

Date application received: _____ Fee paid: \$ _____

Date application forwarded to Inspector: _____

Additional information: _____

Jerry Green, Code Enforcement Official: (618) 799-8828, 8 am - 5 pm, Monday - Friday