



CITY OF BALLWIN
 14811 MANCHESTER ROAD • BALLWIN, MISSOURI 63011
 (636) 227-2129 FAX: (636) 207-2360 EMAIL: INSPECTIONS@BALLWIN.MO.US
 WWW.BALLWIN.MO.US

CERTIFICATE OF OCCUPANCY

ADDRESS: _____ WARD # _____

This occupancy permit is issued pursuant to an inspection made on _____. The City of Ballwin does not make any guarantee or warranty as to the conditions of the buildings inspected, nor does the City assume any liability in the inspection and certificate of compliance.

The legal occupancy of this dwelling is limited to one family of no more than _____ members.

CONDITIONS OF OCCUPANCY

Anyone occupying the premises for which this permit is issued must be named hereon. Any person not named hereon who moves to these premises is violating the law unless an occupancy permit is applied for and issued to his/her name.

The City of Ballwin must be notified of any change in the names or number of people occupying this dwelling.

Permission is hereby granted to those named below to occupy the above-named dwelling unit in the City of Ballwin.

PLEASE PRINT CLEARLY

DATE OF PROPOSED OCCUPANCY: _____

HEAD OF HOUSEHOLD _____

HEAD OF HOUSEHOLD / SPOUSE _____

NAMES OF OTHER OCCUPANTS

RELATIONSHIP TO HEAD OF HOUSEHOLD

1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____
8 _____	_____

OWN

OWNER'S NAME _____ PHONE _____

RENT →
 Please
 complete
 box at right

OWNER'S ADDRESS _____

MANAGER/AGENT NAME _____ PHONE _____

MANAGER/AGENT ADDRESS _____

I certify that the information contained herein is true and accurate in all respects to the best of my knowledge and belief.

Signature of Applicant: _____ DATE: _____

Printed Name of Applicant: _____ PHONE NO. _____

OFFICE USE ONLY

SEAL

DATE ISSUED: _____

- ISSUED TO HOMEOWNER/TENANT
- OCCUPANCY INFO ENTERED IN NWS UDF
- PARCEL OWNERSHIP DATA UPDATED IN NWS
- SCANNED INTO NWS

BY: _____