



CITY OF VALLEY PARK
55 CRESCENT AVENUE ♦ VALLEY PARK, MISSOURI 63088
(636) 225-5171
kberry@valleyparkmo.org

CERTIFICATE OF OCCUPANCY

ADDRESS: _____ WARD # _____

This occupancy permit is issued pursuant to an inspection made on _____. The City of Valley Park 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 will be in violation of City Ordinance 500.100 and subject to penalty City Ordinance 500.020 unless an occupancy permit is applied for and issued to his/her name.

The City of Valley Park 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 Valley Park.

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

☐ RENT →

*Please
complete
box at right*

OWNER'S NAME _____ PHONE _____

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. _____

Email: _____

OFFICE USE ONLY



\$25.00 fee.

- ☐ OCCUPANCY INSPECTION
☐ OCCUPANCY INFO ENTERED/SCANNED

ISSUE DATE _____

BY: _____