

Date _____

- 1st Inspection \$50.00
- All Re-inspections \$50.00



Business Rental Inspection Application

LANDLORD'S INFORMATION

Property Address: _____

Contact Name: _____ Phone/Cell: _____

Landlord's Address: _____

Date/Time of Inspection: _____ Date Lease Will Begin: _____

Is there a Lock Box on property? Yes No If yes, Lock Box # _____

BUSINESS OWNER'S INFORMATION

Business Owner's Name: _____ Phone: _____

Name of Business: _____ Type of Business: _____

Emergency Contact Name & Number: _____

Business Registration Completed: Yes No

Please note: Once occupancy has occurred, responsible parties are to come to the Village Hall and do the following, where applicable:

- ❖ Sign up for water service (must provide a copy of a fully executed lease, and a driver's license)
- ❖ Register their security alarm system (\$25 one-time fee)

I understand all the above and will comply with the requirements:

Signature: _____ Date: _____

OFFICE USE ONLY (Must be Completed)

WATER DEPT.

Is there an outstanding water bill?

Yes ___ No ___

Amount of water bill due: _____

Date of final water reading: _____

BUILDING DEPT.

Any outstanding liens/money due on property?

Yes ___ No ___

Total due for liens and/or invoices: _____

Are Permits needed for work? Yes ___ No ___

FIRE DEPT.

Date of Inspection: _____

PASS or FAIL
(circle one)

Completed By: _____