

**CITY OF VINITA PARK
8374 MIDLAND BLVD.
VINITA PARK, MO 63114
PHONE: 314-428-7373 FAX: 314-428-7379**

**APPLICATION FOR COMMERCIAL/INDUSTRIAL
OCCUPANCY INSPECTION & PERMIT**

Applicant's Name/Title_____

Address_____

City, State, Zip Code_____

Phone Number_____

Business Owner's Name_____

Address_____

City, State, Zip Code_____

Phone Number_____

Name of Business_____

Prospective Address of Business_____

Business Phone_____

Requested Date & Time of Inspection:_____

Inspector's Hours are M, T, TH, F 12:30 am to 4:30 pm

NOTICE: This application must be filled out completely. Any omission or lack of information will result in a delay until the form has been successfully completed. It is also suggested that the Owners/Sellers or Renter/Buyer also be present at the time of the initial inspection.

Please answer the following questions as detailed as possible. Add additional pages if necessary.

Is this a new business? _____

If no, give previous address: _____

City, State, Zip Code _____

Will this business be a merchant, warehouse, or manufacturer? _____

Short description of business _____

Expected Hours of Operation: _____

Number of Employees: _____ **Will any vehicles be used?** _____

If yes, what types and how many? _____

Anticipated parking needs: _____

Will you be receiving deliveries? _____ **If yes, how often?** _____

Will you be working with hazardous materials? _____ **If yes, please explain in detail** _____

Are there any special conditions involved in occupying building(s)? (Extra parking spaces needed, additional electrical outlets or wiring, remodeling of interior or exterior, loud noises, etc.) Please be specific. _____

Any additional information? _____

Emergency Contact Information

Name _____

Phone Number _____

Comments _____

NOTE: Occupancy is not permitted prior to acquisition of occupancy permit. Premature occupancy may result in fines imposed upon owner/seller and renter/buyer.

I _____, do hereby confirm all information provided on application for occupancy permit is true to my knowledge to conduct business in the City of Vinita Park, St. Louis County, Missouri. Permission is hereby granted for a background investigation by the Vinita Park Police Department.

Name of Applicant

Signature of Applicant

Upon approval and issuance of occupancy permit, the City Collector will issue business license application.

**Building Commissioner
City of Vinita Park**

Date Received _____ **Zoning Classification** _____