



City of St. Ann, Missouri
OCCUPANCY INSPECTION APPLICATION

\$50.00 includes (1) re-inspection

Fee Increases to \$75.00 if occupied prior to inspection and may be subject to a summons

IT IS ILLEGAL TO MOVE SOMEONE IN WITHOUT OBTAINING PROPER PERMIT

ALL REAL ESTATE TAXES MUST BE CURRENT BEFORE THE CITY WILL SCHEDULE AN INSPECTION.

GENERAL INFORMATION:

- All utilities must be on at the time of the inspection.
If the property does not pass the initial inspection, a check list of predications, listing the violations will be given to the property owner/manager/agent at the time of inspection.
When all predications have been corrected, a re-inspection must be scheduled; the fee for a re-inspection is included. Each subsequent inspection is \$40.00.
An inspection expires after 120 days and will require a new inspection.
The applicant and/or new occupants must not move into the premises until the Occupancy Permit has been issued.
A new inspection is required upon any change in occupancy.

NOTICE: This is a visual walk thru inspection only. No equipment or appliance is taken apart for inspection nor does the City of St. Ann warrant or guarantee any condition.

COMPLIANCE INSPECTION INFORMATION

All Information Must Be Completed Before Inspection Can Be Scheduled

PLEASE PRINT

Today's Date:

Address to be Inspected:

Rental Property Yes No Additional Occupant Yes No Sale of Property Yes No

Check One: Single Family Dwelling Duplex Apartment

Check One: Occupied Vacant

Owner of Property Driver's License #:

Owner Address City State/Zip Code

Home Telephone # Business Telephone #

I agree that all information provided on this application is correct to the best of my knowledge and that the property owner has authorized the inspection to be performed.

Applicant's Name Phone

Applicant's Signature: E-MAIL:

Must Initial

I UNDERSTAND THAT DUE TO THE COVID-19 STATE OF EMERGENCY, THE CITY OF ST. ANN IS WAIVING THE INITIAL REQUIREMENT FOR THE PROPERTY TO BE INSPECTED. I AGREE THAT ONCE THE COVID-19 STATE OF EMERGENCY HAS LIFTED, I WILL PROVIDE ACCESS TO THE PROPERTY FOR A SAFETY INSPECTION.

Office Use Only

Form with fields: Date of Inspection, Time of Inspection, Assigned Inspector, RE-INSPECTION, Receipt Number, Cash/Check, Initial, Time of Re-Inspection

1 2 3 4 5 6 Other PASS