

CITY OF NORMANDY
7700 NATURAL BRIDGE ROAD
NORMANDY, MO 63121
(314) 385-3300 FAX: (314) 385-1054

PICTURE ID REQUIRED

OCCUPANCY PERMIT APPLICATION

\$50

☐ **Renting/Leasing**

☐ **Purchasing**

Date moving in: _____

Address of Property or Rental Unit: _____ Current Phone No.: _____

Head of Household: _____ Date of Birth: _____

Social Security #: _____ Drivers License No.: _____

Present Address: _____

Place of Employment: _____ Employers Phone No. _____

Employers Address: _____

☐ Spouse's ☐ Fiance ☐ Girlfriend ☐ Boyfriend ☐ Roommate

Name: _____ Date of Birth: _____

Social Security #: _____ Drivers License No.: _____

Place of Employment: _____ Employers Phone No. _____

Employers Address: _____

NOTE: Birth Certificates or Adoption papers are required for all relations under 18. ***"IT IS ILLEGAL FOR 3 UNRELATED PEOPLE TO OCCUPY THE SAME DWELLING UNIT."*** (Ordinance 34: Section 1.24) To add / remove a spouse you will need to provide a Marriage License, Divorce Decree or Death Certificate.

Please Print

Children's Names	Relationship	Date of Birth	Social Security No.

Others who will occupy household (Grandchildren, Parents, Grandparents, Aunts, Uncles, Cousins, etc.)

Name of Mortgage Co. or
Landlord if renting: _____
Address of Mortgage
Co. or Landlord: _____ Phone No. _____

I HERBY MAKE APPLICATION FOR AN OCCUPANCY PERMIT AND CERTIFY THAT THE ANSWERS CONTAINED HEREIN ARE TRUE AND ACCURATE. I FURTHER UNDERSTAND THAT THIS IS AN APPLICATION ONLY AND THAT IT IS UNLAWFUL FOR ME TO OCCUPY THE DWELLING UNIT UNTIL AN OCCUPANCY PERMIT HAS BEEN ISSUED BY THE CITY OF NORMANDY, MISSOURI.

Signature: _____ Date: _____