

VILLAGE OF PONTOON BEACH  
RESIDENTIAL OCCUPANCY PERMIT  
PONTOON BEACH, ILLINOIS

Receipt # \_\_\_\_\_

PLEASE PRINT

FOR UTILITIES

Occupancy Permit# \_\_\_\_\_

Date \_\_\_/\_\_\_/\_\_\_

ALL FEES ARE NON-REFUNDABLE

Request for Permission to Occupy \_\_\_ Single Family \_\_\_ Multi Family \_\_\_ Manufactured \_\_\_ Duplex

Address of desired property \_\_\_\_\_ Apt. # \_\_\_\_\_

Head of Household (AS IT WILL APPEAR ON THE ELECTRIC BILL)

(Last) \_\_\_\_\_ (First) \_\_\_\_\_ (M.I.) \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_

Drivers License #: \_\_\_\_\_

Home Phone/Cell Phone # (Present) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Name: \_\_\_\_\_

Employers Name: \_\_\_\_\_ Phone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Employers address: \_\_\_\_\_

Spouse: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (M.I.) \_\_\_\_\_

Others who will occupy dwelling:

First & Last Name	Age	First & Last Name	Age

Name of Real Estate Agency/Owner/Person from whom you are purchasing or renting the property: \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

Date of proposed occupancy: \_\_\_\_\_ Renting \_\_\_\_\_ Buying \_\_\_\_\_

Please be advised that if this structure is not in complete compliance with Building Codes and Ordinances, with-in Thirty (30) days of this permit, we will contact the Power Company and have the ELECTRIC DISCONNECTED.

Initial & Date: \_\_\_\_\_

I certify that I am the proposed occupant and that the information contained herein is true and accurate in all respects to the best of my knowledge and belief.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*PLEASE NOTE: WE DO NOT ACCEPT PERSONAL CHECKS\*\*\***

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FOR OFFICE USE ONLY

Receipt of \$10.00 fee acknowledge by \_\_\_\_\_ Cash \_\_\_\_\_ MO \_\_\_\_\_

Approved \_\_\_\_\_ Repairs required \_\_\_\_\_ Dangerous and Unsafe \_\_\_\_\_ Inspectors Initials \_\_\_\_\_

Comments:

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# Pontoon Beach

Mayor Harold "Jim" Denham

A Community of New Beginnings

Village Clerk Susan Daugherty

Your Occupancy Inspection for \_\_\_\_\_,

Has been scheduled for: \_\_\_\_\_

Between the hours of 8am and 11am. It will be your responsibility to make sure that someone will be at the above address at the scheduled inspection date and time.

**NO ONE WILL BE ALLOWED TO OCCUPY SAID DWELLING UNTIL AFTER THE PONTOON BEACH OCCUPANCY INSPECTOR HAS INSPECTED THE DWELLING, AND GIVEN HIS PERMISSION FOR DWELLING TO BE OCCUPIED.**

If you fail to abide by the above and the Occupancy Inspector comes to said dwelling, and the dwelling is occupied, the individual who applied for the Occupancy Permit can and will be cited for violating Village Ordinance #506, Section 6.03, Article VI. Citations will be issued for each and every day that the dwelling is occupied prior to having the dwelling inspected.

I, the undersign do hereby certify that I have read the above rules and that I fully understand the content, and I also understand the repercussions if I should not abide by the above.

\_\_\_\_\_  
Signature of Owner/Renter

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Witness by

\_\_\_\_\_  
Date