

# APPLICATION FOR OCCUPANCY

## VILLAGE OF LIBERTYVILLE

Community Development Department

Phone: (847) 918-2020

200 E. Cook Avenue, Libertyville, IL 60048

Email: building@libertyville.com

[www.libertyville.com/building](http://www.libertyville.com/building)

Fax: (847) 918-9439

<b>Location Address</b>	<b>Business Name</b>

**Would you like to be contacted via email?**       Yes       No

**Provide email address below for more efficient communication.**

Name	Street Address, City, State, Zip	Contact Numbers
<b>Property Owner</b>		Phone
		Fax
		Email
<b>Applicant</b>		Phone
		Fax
		Email

### Business Information

Contact Name & Position	Street Address, City, State, Zip	Contact Numbers
		Phone
		Fax
		Email

<b>Intended Use (Business Description)</b>	
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<b>Square Footage to be Occupied</b>		<b>Number of Employees</b>	
<b>Days/Hours of Operation</b>			
<b>Number of Parking Spaces</b>			

**Would You Like to be Listed on the Village Business Directory?**       Yes       No

**Business Website**      \_\_\_\_\_

### Owner's Representative Legal Statement

<p><i>All information provided herein is true and correct and all provisions of the ordinances of the Village of Libertyville shall be complied with. I hereby certify that the proposed use is authorized by the owner of record and that I have been authorized by the owner to submit this application as his/her agent.</i></p>	<p><i>This Box For Office Use Only</i></p>						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>Print Name of Applicant</b></td> <td style="width: 30%;"><b>Property Owner</b></td> </tr> <tr> <td></td> <td><b>Occupant</b></td> </tr> <tr> <td></td> <td><b>General Contractor</b></td> </tr> </table>	<b>Print Name of Applicant</b>	<b>Property Owner</b>		<b>Occupant</b>		<b>General Contractor</b>	
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	<b>Occupant</b>						
	<b>General Contractor</b>						
<b>Signature of Applicant</b>	<b>Date</b>						

<b>FOR OFFICE USE ONLY:</b> S:\Building\mac\Forms Procedures & Labels\Application for Occupancy 2020 Fillable	<b>Existing Use Group vs. New Use Group</b>	<b>Zoning Approval</b>	<b>Approval Date</b>
		<b>Building Approval</b>	<b>Approval Date</b>