



Village of Villa Park

20 South Ardmore Avenue, Villa Park, Illinois 60181-2696

COMMUNITY DEVELOPMENT DEPARTMENT
Director • Shubhra Govind

Phone (630) 834-8500
Fax (630) 941-5979
TDD (630) 834-8589

CERTIFICATE OF OCCUPANCY INSPECTION AGREEMENT

No Certificate of Occupancy inspections can be scheduled until all furniture, equipment, shelving, computers, etc are in place.

Once the space is set up and ready for the business to open, then you need to contact the Community Development Department at (630) 592-6072 and set up an inspection with the Building Department and the Fire Department.

If the property is not ready (with all of the above in place) at the time of inspection, a re-inspection fee will need to be paid before a new inspection can be scheduled.

* * * * *

I have read the above and agree to the terms as stated above:

Business Owner or Agent Signature

Business Name

Site Address