

# City of Northwoods

4600 OAKRIDGE BLVD. • NORTHWOODS, MISSOURI 63121  
TELEPHONE: (314) 385-8000, FAX (314) 385-8144

## TEMPORARY CERTIFICATE OF OCCUPANCY

**\$10** Payable upon issuance - NON REFUNDABLE)

### PLEASE PRINT

Address: \_\_\_\_\_ Move-In Date: \_\_\_\_\_

Structure:  Single Family  Duplex  Apartment

Tenure:  Renting/Leasing  Purchasing

Loan Type/Subsidy:  FHA  V.A.  Conventional Price: \_\_\_\_\_

Name and Address  
Of Homeowner or Agent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Former Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City of Northwoods Clerk

**SMOKE DETECTORS ARE REQUIRED IN ALL HOMES IN NORTHWOODS**

1. It is unlawful to occupy these premises before the City of Northwoods has given you an approved "Certificate of Occupancy".
2. It is unlawful to allow any person, not listed on the approval Certificate of Occupancy, to occupy the premises, with one exception, any children born to the applicant or spouse after the date the Certificate is approved.
3. Any other person(s) moving into these premises after this date must be approved in advance by the City of Northwoods.
4. Proof of legal guardianship is required.

**City of Northwoods**  
**TEMPORARY CERTIFICATE OF OCCUPANCY**

Please list all people who will be living in the home. You must provide identification and a social security card for each adult. For each child, you must show a copy of the birth certificate and social security card.

Name	Social Security Number	Relation	Date of Birth	Occupation

Telephone (home): \_\_\_\_\_  
Number (work): \_\_\_\_\_

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

\_\_\_\_\_  
Date

DO YOU OWN ANY PETS? IF SO, PLEASE LIST:

\_\_\_\_\_  
\_\_\_\_\_