

**CITY OF SPRINGFIELD**  
**DEPARTMENT of CODE ENFORCEMENT**  
**BUILDING DIVISION**

**70 Tapley Street, Springfield, MA 01104**  
**(413) 787-6031-TTY (413)787-6641**  
**FAX: (413) 787-6023**



**APPLICATION FOR OCCUPANCY**

(to be filled out in ink or typewritten)

**\$50.00 FEE (By Check or Money Order Only)**

Request is hereby made for OCCUPANCY in accordance with the following information:

- Building Address* \_\_\_\_\_
- Owner's Name* \_\_\_\_\_ *Telephone* \_\_\_\_\_
- Name of Applicant* \_\_\_\_\_ *Telephone* \_\_\_\_\_
- Applicant's Mailing Address* \_\_\_\_\_
- Name of Proposed Business* \_\_\_\_\_
- Type of Business* \_\_\_\_\_
- Part of Building Which Is To Be Occupied (circle one) Whole or Part or Unit #* \_\_\_\_\_
- Part of Building Which Is To Be Occupied Is Now (circle one) Vacant or Occupied*
- Previous or Present Use* \_\_\_\_\_
- Meter Number To Be Activated* \_\_\_\_\_

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

**(DO NOT WRITE BELOW THIS LINE)**

~~~~~

|                   |             |             |
|-------------------|-------------|-------------|
| <i>Block Plan</i> | <i>Zone</i> | <i>Type</i> |
|-------------------|-------------|-------------|

**APPROVED BY** \_\_\_\_\_

**WIRING INSPECTOR** \_\_\_\_\_

**BUILDING INSPECTOR** \_\_\_\_\_