



Community Development Department  
Building Services Division  
4900 Village Commons  
Matteson, IL 60443  
(708) 481.8313

**APPLICATION FOR EXISTING STRUCTURE INSPECTION**

Date: \_\_\_\_\_

In compliance with Village of Matteson Ordinance No. 1645, I hereby request an EXISTING STRUCTURE OCCUPANCY INSPECTION for the following address:

ADDRESS: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ APT. OR UNIT#: \_\_\_\_\_

OWNER INFORMATION

NAME: \_\_\_\_\_

ADDRESS (if different than above): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

LISTING REAL ESTATE COMPANY: \_\_\_\_\_

AGENT: \_\_\_\_\_ PHONE: \_\_\_\_\_

BUYER/TENANT INFORMATION

MARK AN "X" FOR ONLY ONE OF THE FOLLOWING \_\_\_ BUYER \_\_\_ TENANT

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MOVE-IN DATE: \_\_\_\_\_

CONTACT FOR SCHEDULING INSPECTION

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

Fees:  
Single Family-----\$ 75.00  
Single Family with Sprinkler-----\$125.00  
Apartment Units-----\$ 75.00