

City of Sturgis
Request for Certificate of Occupancy

130 N. Nottawa Street, Sturgis, MI 49091
Telephone: 269-659-7230 Fax: 269-659-7295



Applicant Information

Applicant Name:			Date:	
Homeowner or Business Name:				
Applicant's Address:		City:	State:	Zip Code:
Phone Number:	Email Address:		Preferred Contact: <input type="checkbox"/> Email <input type="checkbox"/> Phone	

Project Details

Project Address:		
City of Sturgis Building Permit #:	Issue Date:	Expiration Date:
Contractor/Applicant/Architect Listed on Building Permit:		

Mechanical, Electrical and Plumbing Permit Information (Indicate all that apply)

Mechanical Permit #:	Contractor Name:	Final Inspection Date:
Electrical Permit #:	Contractor Name:	Final Inspection Date:
Plumbing Permit #:	Contractor Name:	Final Inspection Date:
Fire Alarm Permit #:	Contractor Name:	Final Inspection Date:
Fire Suppression Permit #:	Contractor Name:	Final Inspection Date:

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Applicant Name _____
(Please Print)
Applicant Signature _____

Office Use Only

Items Collected	Items to be corrected, If Applicable:
All As Build Construction Drawings & Site Plans	
Mechanical Final Inspection Verified	
Electrical Final Inspection Verified	
Plumbing Final Inspection Verified	
Fire Alarm Inspection Verified	
Fire Suppression Inspection Verified	

Issuance of Certificate of Occupancy Approved By: _____ Date: _____

Certificate of Occupancy Provided to Applicant by: ☐ In Person ☐ Mail ☐ Email

Provided by: _____ On _____

Complete in full, incomplete applications will not be accepted.