

City of Manchester  
 14318 Manchester Road  
 Manchester, MO 63011  
 P: (636) 227-1385 ex. 118  
 F: (636) 821-8099  
 pandz@manchestermo.gov



# Single Family Inspection Application

PROPERTY ADDRESS: _____	
Owner: _____	
Address: _____	Phone: _____
City, State, Zip: _____	Email: _____
Applicant: _____	
Address: _____	
City, State, Zip: _____	Phone: _____
Email: _____	
<b>REQUIREMENTS:</b> <ul style="list-style-type: none"> <li>A new application must be completed for <b>every change of owner or tenant</b> (if rental property).</li> <li>Violations found in initial inspection must be corrected within 30 days of first inspection; a passed inspection is valid for 90 days.</li> <li>Inspection fees are \$150 for a condo/house; \$45 for a third or fourth inspection required in a 90 day period. Fee must be paid before an inspection appointment will be scheduled.</li> <li>Occupancy Information (separate form) must be completed and received by the City <u>before</u> the premises are occupied by new occupants.</li> </ul>	
Inspection Date Requested: _____	Expected Date of Occupancy: _____
Rental Property? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know	
No. of Bedrooms: _____	Occupancy Limit: _____
I hereby agree to perform all necessary corrections if premises are found not to be in compliance and that I will conform to all applicable laws of the City of Manchester. Owner/Agent Signature: _____ Date: _____ Name Printed: _____	
<b>OCCUPANCY PERMIT MUST BE FILLED OUT SEPERATELY BY NEW OCCUPANTS.</b>	
<i>Planning and Zoning Use Only</i>	
Inspection #: _____	Date Scheduled: _____
Fee paid on: _____	Amount: _____