



Permit # _____ Pin _____ Zone _____

The Freedom of Information Act (FOIA) Any information provided on this form is subject to the Freedom of Information Act and may be released as part of a document request. If you do not want personal information released to the public, please provide alternative contact information or clearly note that it is personal/private contact information.

No Work Commercial Occupancy Permit Application

If there will be any work done that requires a permit, use the Express or Building Permit Application.

Tenant Information section with fields for Business Tenant, Address, Email, Phone, and Contact Name. Includes checkbox for Mall Cart/RMU or Kiosk*.

Occupancy Type and Intended Date to Open section. Includes checkboxes for New, Change of Ownership, Moving Here From Another Orland Park Location, Change of Use, Already Open, and Will be Open Less Than 6 Months.

Summary of What This Business Does section.

This Application MUST be Submitted With section. Includes checklist of required documents and a disclaimer about occupancy inspections.

Applicant Print Name and Signature/Date section. Includes checkboxes for Owner, Co-Owner, and Agent.

Office Use, Building Official, Signature & Date, and Total Fee section.