



**REQUEST FOR
TEMPORARY
CERTIFICATE OF OCCUPANCY**

COMMUNITY DEVELOPMENT DEPARTMENT

(847) 506-6030 - PHONE

(847) 483-0365 - FAX

www.cityrm.org/rmcd

Today's Date

Property Address

Unit or Apt. #

If commercial property, please indicate company/tenant name

*Date Certificate of Occupancy is required
(Please allow us 24-48 hrs. notice)*

Requested By

Contact Number (phone or cell)
(We will call you when the certificate of occupancy is ready for pickup, please supply us with a contact number.)

**** For Community Development Department Use ****

Current Business License: Yes No

Called: _____
Date

by: _____ (initials)