



CITY OF SPRINGFIELD  
INSPECTIONAL SERVICES  
HOUSING CODE ENFORCEMENT DIVISION  
70 TAPLEY STREET, SPRINGFIELD, MA 01104

**REQUEST FOR INSPECTION**  
\$75.00 FEE REQUIRED  
CHECK OR MONEY ORDER ONLY MADE PAYABLE TO:  
CITY OF SPRINGFIELD

( ) MRVP  
( ) OTHER: (SPECIFY) \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

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

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

**PROPERTY INFORMATION**

Owner Name \_\_\_\_\_

Owner Address \_\_\_\_\_

Owner Phone # \_\_\_\_\_

Property Address: \_\_\_\_\_ Apt# \_\_\_\_\_

Is this property **VACANT** or **OCCUPIED**? \_\_\_\_\_

Number of Family Members to Occupy the Apartment: \_\_\_\_\_

Date and Time that you are requesting for the Inspection: \_\_\_\_\_

\*(The exact date and time that you are requesting may not be available. We will do our best to assist you with the next available appointment)

\_\_\_\_\_  
Signature of Applicant

~~~~~  
**FOR OFFICE USE ONLY**

Date \_\_\_\_\_ Time \_\_\_\_\_ Inspector \_\_\_\_\_