

City of Cool Valley

100 Signal Hill Drive
Cool Valley, MO 63121
Phone 314.521.3500 Fax 314.942.8701
www.cityofcoolvalley.org

Dear Homeowner:

It has come to our attention that the above mentioned property is vacant or appears vacant.

We have either received returned mail from USPS stating property is vacant, do not have an occupancy permit on file or the Public Works Director has stated that the property is or appears vacant.

All vacant properties must be registered with the City of Cool Valley per Ordinance Section 500.190. Please fill out and detach the bottom portion of this letter and return to city hall located at 100 Signal Hill Dr., St. Louis, MO 63121 or by email to cvcityclerk@yahoo.com no later than May 13, 2022.

If you feel as if you are receiving this letter in error please contact city hall, 314.521.3500 x801 to speak with the City Clerk. We will use the information you provide to update the records at city hall.

Thank you,

City of Cool Valley

Property address _____

Owner(s) name _____

Owner(s) address _____

NO PO BOXES

Vacant: Yes No Last date occupied: _____

Rental property: Yes No

Signature

Printed name

Date