APPLICATION FOR CERTIFICATE

RESIDENTIAL RENTAL

Current Owner: _____ Date: _____

_____

_____

Previous Tenant: _____

IDENTIFICATION

Block _____ Lot _____

Site _____

_____

New Tenant _____

Address _____

_____

Tel.# ( ) _____

Fee:_____
Check:_____
Cash:_____
Other:_____
Date:_____
Rec'd_____

ACTION

[ ] CERTIFICATE OF OCCUPANCY [ ] CERTIFICATE OF APPROVAL
[ ] CERTIFICATE OF CONTINUED OCCUPANCY
[ ] TEMPORARY CERTIFICATE OF OCCUPANCY
USE GROUP_____PREVIOUS_____CURRENT_____

FINAL RENTAL FEE: _____
(include value of all built in furnishings and fixtures and all integral equipment exclusive of process or manufacturing equipment.)

_____

[ ] Failed for below list: Date:_____

If you are requesting a Temporary Certificate of Occupancy, please explain why in the space below.

DESCRIPTION OF WORK / USE:

[ ] Approved for CCO Date:_____
[ ] Smoke Detector [ ] Carbon Monoxide Detector [ ] Fire Extinguisher

_____

I hereby attest, that to the best of my knowledge, all work has been completed in accordance with the approved plan, permits and Regulations. Incomplete items listed on a Temporary Certificate of Occupancy will be completed by the date on the Certificate.

SIGNED:_____
owner/agent

[ ] Owner [ ] Agent Tel.#_____

NOTE: A required $100.00 final water meter read fee will be added to your final water bill, if applicable.