

HOUSING DEPARTMENT

Johnson/Gill Building
1 King's Highway
Middletown, NJ 07748

APPLICATION IS MADE FOR AN INSPECTION AND ASSURANCE OF A CERTIFICATE OF OCCUPANCY FOR THE FOLLOWING STRUCTURE WHEN FOUND TO BE CONFORMING.

A NON-REFUNDABLE FEE OF \$75.00 FOR RENTAL AND SALE OF EACH HOUSE MUST BE PAID IN CASH, CHECK OR MONEY ORDER TO THE TOWNSHIP OF MIDDLETOWN.

HAS THIS STRUCTURE BEEN ALTERED IN ANY WAY WITH/WITHOUT THE BENEFIT OF A CONSTRUCTION PERMIT?

YES NO BLOCK _____ LOT _____

SINGLE FAMILY DWELLING APARTMENT CONDOMINIUM

PROPERTY ADDRESS _____

COMPLETE MAILING ADDRESS _____

NEAREST CROSS STREET _____

PRESENT PROPERTY OWNER _____ PHONE _____

OWNERS ADDRESS IF DIFFERENT _____

CITY _____ STATE _____ ZIP _____

NAME OF PROSPECTIVE OCCUPANT _____

NO. OF PERSONS IN PROPOSED OCCUPANTS FAMILY _____ NO. OF BEDROOMS _____

SALE PROSPECTIVE TRANSFER DATE _____ RENTAL

LANDLORD REGISTRATION YES NO ARE SEWERS CONNECTED YES NO

OCCUPIED NOT OCCUPIED

NOTE: IF OCCUPIED, AN ADULT MUST BE PRESENT AT TIME OF INSPECTION.

THE TIME OF INSPECTION WILL DEPEND UPON THE INSPECTORS DAILY WORK LOAD.

AGENT OR OWNER MUST CONTACT THIS OFFICE WITHIN TEN DAYS FOR REINSPECTION OR EXTENSION ON C.O. CAN BE VOIDED. C.O. IS REQUIRED TO BE ISSUED BEFORE TRANSFER OF TITLE AND/OR OCCUPANCY. VIOLATORS MAY BE LIABLE TO FINE/SUMMONS.

INSPECTION DATE _____ APPLICANT'S SIGNATURE _____

SALE RENTAL FEE \$75.00 REC'D BY _____ DATE _____

REPORT WILL BE: PICKED-UP MAILED TO: _____

C.O. NUMBER _____

INSPECTED BY _____ DATE _____

REINSPECTED BY _____ DATE _____