



**TOWNSHIP OF GREENWICH**  
**APPLICATION FOR CERTIFICATE OF OCCUPANCY**

OFFICE USE ONLY

Application No. # \_\_\_\_\_ Date / Time of Inspection: \_\_\_\_\_

ADDRESS OF DWELLING OR BUSINESS FOR INSPECTION

ADDRESS: \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

IS DWELLING VACANT? \_\_\_\_\_ YES \_\_\_\_\_ NO

CURRENT OWNER

(NAME)

(ADDRESS)

(PHONE NUMBER)

PROSPECTIVE BUYER / TENANT LEASE

(NAME)

(ADDRESS)

(PHONE NUMBER)

REALTORS

\* \* \*

(FOR OWNER)

(FOR BUYER)

\* \* \*

(SALES REPRESENTATIVE)

(DATE PROPERTY WAS LISTED FOR SALE)

RESALE: \_\_\_\_\_ RENTAL: \_\_\_\_\_ OTHER: \_\_\_\_\_ SETTLEMENT/OCCUPANCY DATE: \_\_\_\_\_

TYPE OF DWELLING:

SINGLE FAMILY

DUPLEX

APARTMENT

CHECK WHAT IS APPLICABLE TO DWELLING:

_____ BEDROOMS # _____	_____ BATH # _____	_____ KITCHEN	_____ ATTIC
_____ LIVING ROOM	_____ DINING ROOM	_____ PORCH	_____ DEN
_____ FAMILY ROOM	_____ HALLS # _____	_____ GARAGE	_____ PATIO
_____ BASEMENT	_____ STORAGE BLDG.	_____ FENCE	
_____ POOL _____ IN GROUND _____ ABOVE GROUND		_____ OTHER: _____	

(DATE)

(SELLER'S REALTOR/CURRENT OWNERS SIGNATURE)

APPLICATION IS NOT COMPLETE UNTIL THE OWNER/REALTOR CONTACTS THE INSPECTIONS OFFICE TO SCHEDULE THE INSPECTION. PLEASE CALL (856) 423-9129, EXT: 201 FOR KAY HEWES OR THE INSPECTION OFFICER (214) FOR AN INSPECTION OR RE-INSPECTION. THIS DWELLING IS NOT TO BE OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY IS ISSUED BY THE HOUSING INSPECTOR OF GREENWICH TOWNSHIP.

\_\_\_\_\_ \$60.00 RESIDENTIAL INSPECTION FEE \_\_\_\_\_ \$60.00 BUSINESS INSPECTION FEE  
RECEIVED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

\_\_\_\_\_ \$25.00 RE-INSPECTION FEE \_\_\_\_\_ CASH \_\_\_\_\_ CHECK NO. # \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Housing Officer Joseph M. Giordano, Jr. ~ Email [jgiordano@greenwichtwp.com](mailto:jgiordano@greenwichtwp.com)  
GREENWICH TOWNSHIP CONSTRUCTION OFFICE (856) 423-9129 X 201 or 214  
420 WASHINGTON STREET, GIBBSTOWN, NEW JERSEY 08027