



**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:

<input type="checkbox"/> BEDROOMS # _____	<input type="checkbox"/> BATH # _____	<input type="checkbox"/> KITCHEN	<input type="checkbox"/> ATTIC
<input type="checkbox"/> LIVING ROOM	<input type="checkbox"/> DINING ROOM	<input type="checkbox"/> PORCH	<input type="checkbox"/> DEN
<input type="checkbox"/> FAMILY ROOM	<input type="checkbox"/> HALLS # _____	<input type="checkbox"/> GARAGE	<input type="checkbox"/> PATIO
<input type="checkbox"/> BASEMENT	<input type="checkbox"/> STORAGE BLDG.	<input type="checkbox"/> FENCE	
<input type="checkbox"/> POOL <input type="checkbox"/> IN GROUND <input type="checkbox"/> ABOVE GROUND		<input type="checkbox"/> 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
GREENWICH TOWNSHIP CONSTRUCTION OFFICE (856) 423-9129 X 201 or 214
420 WASHINGTON STREET, GIBBSTOWN, NEW JERSEY 08027