CITY OF TRENTON
CERTIFICATE OF HOUSING CODE COMPLIANCE APPLICATION
DIVISION OF HOUSING INSPECTIONS
319 E. STATE ST., TRENTON, NJ 08608 (609) 989-3563

PRIOR TO ANY CHANGE IN THE OWNERSHIP OF ANY DWELLING A CERTIFICATE OF HOUSING CODE COMPLIANCE SHALL BE OBTAINED FROM THE DIVISION OF HOUSING. NOTE: A FINAL CERTIFICATE OF HOUSING CODE COMPLIANCE IS VALID FOR A PERIOD OF SIX MONTHS. THIS CERTIFICATE IS TRANSFERABLE SHOULD THE PROPERTY BE RE-SOLD DURING THAT TIME.

ALL INFORMATION MUST BE SUPPLIED BY THE EXISTING OWNER OR AGENT (PLEASE PRINT)

ADDRESS: _____

DATE SUBMITTED: _____ **CLOSING DATE:** _____

NAME OF CURRENT OWNER: _____

ADDRESS: (IF DIFFERENT FROM PROPERTY): _____

_____

TELEPHONE # OF OWNER:_____

(PROVIDE NAME, ADDRESS AND PHONE NUMBER OF THE BUYER. THIS INFORMATION IS MANDATORY)

NAME OF BUYER: _____

ADDRESS: _____

_____

PHONE #: _____

AGENT: _____

ADDRESS: _____

PHONE #: _____

PROVIDE ALL INFORMATION REQUESTED BELOW – PLACE AN "X" IN CORRECTE COLLUMN

INTENDED USE:	RENTAL	OWNER OCCUPIED
PRESENT USE:	SINGLE FAMILY	APARTMENTS – INDICATE # OF UNITS
CONDITION OF ROOF:	WATERTIGHT	NOT WATER TIGHT
SMOKE DETECTOR & CARBON MONOXIDE DETECTOR:	PRESENT AND IN WORKING ORDER	MISSING –(I REALIZE THAT I AM REQUIRED TO PROVIDE OPERATING SMOKE AND CARBON MONOXIDE DETECTORS IN THE PROPERTY)

I HEREBY REQUEST AND AUTHORIZE THIS INSPECTION TO BE MADE AND I FURTHER REALIZE THAT ANY VIOLATIONS CITED ARE MY RESPONSIBILITY. THE RESPONSIBILITY FOR THE CORRECTION OF ANY VIOLATIONS CITED MAY BE ASSUMED BY THE BUYER WITH THE WRITTEN NOTIFICATIONS AND APPROVAL OF ALL PARTIES INVOLVED (SELLER, BUYER AND THE DIRECTOR OF INSPECTIONS.) I DO HEREBY ATTEST THAT THE INFORMATION SUPPLIED IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE:

_____
(SIGNATURE OF PRESENT OWNER OR AGENT REQUIRED)

FEE: $200.00 (STRUCTURES WITH MORE THAN FOUR (4) UNITS – AN ADDITIONAL $15.00 PER UNIT)

IF MORE THAT ONE (1) REINSPECTION IS REQUIRED A FEE OF $50.00 WILL BE CHARGED FOR 1 AND 2 UNITS – FOR STRUCTURES WITH 3 OR MORE UNITS THE FEE WILL BE $25.OO FOR EACH UNIT.

NON-OCCUPANT PROPERTY OWNERS ARE REQUIRED TO BE REGISTERED WITH THE DIVISION OF HOUSING INSPECTIONS AS THE OWNER OF A RENTAL PROPERTY WITHIN 24 HOURS FROM THE DATE OF CLOSING.

DATE REC. _____ **FEE REC.** _____ **APPLICATION #** _____