



You couldn't pick a better place.

David Benedetti, PP, AICP
Director
Community Development

RENTAL UNIT CERTIFICATE OF OCCUPANCY APPLICATION

Address of Unit: _____ Unit No. _____

Block(s): _____ Lot(s): _____ Qualifier(s): _____

Tenant(s) Name: _____ Number of Tenants: _____

TYPE OF RENTAL UNIT

Single-Family Duplex Multi-Residential Other: _____

APPLICANT/AGENT

SAME AS OWNER

Name: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

OWNER

Name: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

A \$65.00 INSPECTION FEE IS REQUIRED AT THE TIME OF APPLICATION SUBMISSION
for the INITIAL INSPECTION AND EACH RE-INSPECTION
THIS APPLICATION IS NOT A CERTIFICATION OF OCCUPANCY

FOR OFFICE USE ONLY

INITIAL INSPECTION RE-INSPECTION

Date Received: _____ Amount Received: \$ _____ Receipt No.: _____

Cash Money Order Check Money Order/Check No.: _____

Date Inspected: _____ PASS FAIL

Inspector: _____

Certification of Occupancy (C.O.) Issue Date: _____