

## **FOR SALE INSPECTION APPLICATION**

- 1) Address of property being sold: \_\_\_\_\_ # UNITS \_\_\_\_\_
- 2) Property Owner \_\_\_\_\_ Phone # \_\_\_\_\_
- 3) Address of Property Owner \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_
- 4) Seller's Representative's Name \_\_\_\_\_ Phone # \_\_\_\_\_
- 5) Name of Purchaser \_\_\_\_\_ 6) Occupancy Date \_\_\_\_\_
- 7) Inspection Date \_\_\_\_\_ 8) Closing Date \_\_\_\_\_
- 9) Inspection report will be: Mailed \_\_\_\_\_ Faxed \_\_\_\_\_ Picked up \_\_\_\_\_
- Mail Report To: \_\_\_\_\_

**FEE SCHEDULE: \$175.00 - Single Family dwelling - includes 2 inspections [first and final]**

**FOR MULTIPLE- UNIT DWELLING: \$175.00 + \$25.00 per unit - includes 2 inspections [first & final]**

**PENALTIES: FAILURE TO KEEP SCHEDULED APPOINTMENT WILL INCUR A FEE OF \$50.00 FOR A ONE OR TWO FAMILY BUILDING OR A PENALTY OF \$100.00 PER BUILDING FOR RESIDENTIAL OVER 2 UNITS. FOR COMMERCIAL OR INDUSTRIAL STRUCTURES FEE WILL BE \$100.00 UNLESS 24 HOUR NOTICE OF CANCELLATION IS GIVEN.**

**NOTE: ALL UTILITIES MUST BE ON BY THE DATE OF INSPECTION!**

### **Sec. 5-4 CERTIFICATE OF OCCUPANCY**

a) No owner, agent or person in charge of a one-family, two-family, multiple-family dwelling unit or structure, or commercial/industrial structure shall sell or allow any person to occupy the same as tenant or lessee or for a valuable consideration, unless such unit or structure shall have been inspected subsequent to its most recent occupancy and determined to be in compliance with all of the provisions of this chapter and all health and building laws and codes of the village, as evidenced by a certificate of occupancy issued by the building inspector.

**ANY PERSON WHO VIOLATES THIS SECTION SHALL BE FINED UP TO \$500.00. A FINAL WATER METER READING MUST BE DONE and PAID FOR PRIOR TO THE CLOSING OF THE PROPERTY. NO OCCUPANCY PERMIT WILL BE ISSUED UNTIL THE ABOVE HAS BEEN COMPLIED WITH. THIS INSPECTION IS VALID FOR SIX (6) MONTHS.**

*I hereby certify that there are no willful misrepresentations in, or falsifications of, the statements written in this application. I am aware that should investigation disclose such falsification I may be subject to a fine.*

Signature \_\_\_\_\_ Date \_\_\_\_\_