

INSPECTION DATE:
MONDAY OR THURSDAY

INSPECTION TIME:
1:00 PM – 4:00 PM

BOROUGH OF NEW MILFORD
930 River Road
New Milford, NJ 07646
Building Department
(201) 967-5044 ext 5415 or 5560
(201) 262-1904 FAX NUMBER

FAXED DPW DATE:

RECEIVED DPW DATE:

FEE: \$100.00

Closing Date: _____

Check # _____ Date _____ All payments must be made by check or money order

APPLICATION FOR CERTIFICATE OF OCCUPANCY FOR ONE AND TWO FAMILY HOMES

Address of property _____ Block _____ Lot _____

Name of Seller _____ Phone # _____

Name of Buyer _____ Phone # _____

[Print Clearly]

One Family _____ Two Family _____ Other _____ DEMO _____ (provide letter see checklist)

No. of Kitchens _____ Bathrooms _____ Bedrooms _____

Type of Heating Equipment: GAS _____ OIL _____

Oil Tank on property/in structure? _____ (If yes, tank in use? _____) OR (Properly abandoned? _____)

Is there a well on the property? _____ (If yes, tested for safety and health? _____)

Is there a sump pump _____ yes _____ no Is it connected according to code _____ yes _____ no

Property shall be in compliance with all Borough and State codes and ordinances. (See attached form for information)

All open permits shall be closed and final inspections made. (ie: Hot water heater, furnace, etc. permits must be issued if not inspected prior to closings)

Sidewalks and Aprons are Homeowners responsibility and shall be in compliance with Borough Ordinance.

I (We) hereby certify that the foregoing statements made by me (us) are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Telephone contact (For inspection and/or reschedule) _____

Signature of SELLER () BUYER () AGENT () _____

ALL INSPECTIONS SHOULD BE SCHEDULED AT LEAST TWO WEEKS PRIOR TO THE CLOSING

For Office use only:

Department of Public Works Approval _____ Date _____

DPW Comments: _____

Construction Official Approval: _____ Date: _____

Construction Official Comments: _____

OPEN PERMITS: _____

Please Note: After all inspections are completed & approved one Certificate, good for (6) six months, will be issued after the Construction Official signs it. The certificate will include Fire, Building and Sidewalk Compliance.

