



# Two Family Application

Code Enforcement  
25 Neptune Boulevard  
Neptune, NJ 07753  
(732) 988-5200 x210

Rental: \_\_\_\_\_  
or  
Sale: \_\_\_\_\_

### FXED COPIES OF APPLICATIONS ARE NOT ACCEPTED

ISSUANCE APPLICATION IS HEREBY MADE FOR INSPECTION, APPROVAL AND ISSUANCE OF A CERTIFICATE OF INSPECTION FOR DWELLING UNIT AS PROVIDED BY ORD. 96-35

PROPERTY ADDRESS: \_\_\_\_\_ Block: \_\_\_\_\_

PRESENT OWNER OF PROPERTY: \_\_\_\_\_ Lot: \_\_\_\_\_

OWNER'S ADDRESS: \_\_\_\_\_

(A POST OFFICE BOX ADDRESS IS NOT ACCEPTABLE)

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE # \_\_\_\_\_

BUYER/RENTER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE # \_\_\_\_\_

### APPLICANT MUST BE AT THE INSPECTION SITE AT LEAST 15 MINUTES PRIOR TO INSPECTION TIME.

A NON-REFUNDABLE FEE OF \$ \_\_\_\_\_ MUST BE PAID AT TIME OF APPLICATION. PAYMENT CAN BE MADE WITH CASH, MONEY ORDER OR CHECK.

FAILURE TO MAKE APPLICATION AND OBTAIN A CERTIFICATE OF INSPECTION FOR EACH NEW TENANT OR BUYER OF A DWELLING UNIT IS PUNISHABLE BY A FINE NOT TO EXCEED \$1,000.00.

\_\_\_\_\_  
OWNER'S SIGNATURE PRINT

REALTOR'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

AGENCY: \_\_\_\_\_

### SMOKE DETECTOR AND CARBON MONOXIDE COMPLANCE

I, \_\_\_\_\_, CERTIFY THAT THIS LOCATION HAS SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS INSTALLED AND IN WORKING ORDER. THESE DETECTORS AREN'T REQUIRED TO BE INTERCONNECTED; BATTERY OPERATED DETECTORS ARE ACCEPTABLE. HOMES BUILT AFTER 1977 MUST BE AC POWERED AND INTERCONNECTED.

I, \_\_\_\_\_, CERTIFY THAT THIS LOCATION HAS NO OPEN CONSTRUCTION PERMITS ON FILE AND NECESSARY ZONING PERMITS HAVE BEEN OBTAINED. IF THE ABOVE STRUCTURE HAS OPEN CONSTRUCTION AND ZONING PERMITS ON FILE I AM AWARE THAT THE CERTIFICATE OF INSPECTION WILL NOT BE PERFORMED.

\_\_\_\_\_  
OWNER'S SIGNATURE DATE

REVIEWED BY CONSTRUCTION DEPT. \_\_\_\_\_ INITIALS

REVIEWED BY ZONING DEPT. \_\_\_\_\_ INITIALS

**ALL RENTAL PROPERTIES ARE REQUIRED TO OBTAIN AN ANNUAL MERCANTILE REGISTRATION. INSPECTIONS WILL NOT BE SCHEDULED UNTIL COMPLIANCE IS VERIFIED. PLEASE SUPPLY THE REFERENCE NUMBER FROM YOUR CURRENT REGISTRATION:**

\_\_\_\_\_  
CHECK BY: \_\_\_\_\_ DATE: \_\_\_\_\_

(FOR OFFICE USE ONLY)

