

Borough of Lake Como
Residential Certificate of Inspection Form
CHANGE OF OCCUPANCY
RENTAL ID: _____

BLOCK # _____ LOT # _____ PROPERTY ADDRESS: _____ UNIT _____

OWNER INFORMATION:

NAME: _____ PHONE NUMBER: _____

CURRENT ADDRESS: _____

CONTACT NAME AND PHONE # IF DIFFERENT THAN OWNER: _____

RENTER INFORMATION:

NAME: _____ PHONE NUMBER: _____

CURRENT ADDRESS: _____

PLEASE FILL IN ADDITIONAL INFORMATION ON THE BACK OF THIS FORM.

MOVE IN DATE: _____ MOVE OUT DATE: _____

**PLEASE SUBMIT THIS COMPLETED FORM ALONG WITH TWO SEPARATE CHECKS
AT LEAST 7 DAY BEFORE DESIRED INSPECTION DATE**

**ONE CHECK FOR THE INSPECTION FEE \$75.00
ONE CHECK FOR THE TOURISM FEE \$50.00**

DATE OF SUBMISSION: _____

CHECK NUMBERS: _____

DATE OF INSPECTION: _____

PASS / FAIL: _____

RENTAL ID # _____

COMMENTS: _____

SIGNATURE OF APPLICANT: _____

BY SIGNING THIS FORM, I REPRESENT ALL OCCUPANTS AND AGREE THAT ALL LISTED INFORMATION IS TRUE AND ALL RULES, REGULATIONS AND ORDINANCES WILL BE FOLLOWED. LIST OF ORDINANCES AT WWW.LAKECOMONJ.ORG

PLEASE LIST ALL OCCUPANTS:

NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____
NAME: _____ ADDRESS: _____ D.O.B. _____

PLEASE LIST ALL VEHICLES OF OCCUPANTS:

MAKE: _____ MODEL: _____ COLOR: _____ PLATE: _____
MAKE: _____ MODEL: _____ COLOR: _____ PLATE: _____
MAKE: _____ MODEL: _____ COLOR: _____ PLATE: _____
MAKE: _____ MODEL: _____ COLOR: _____ PLATE: _____

PLEASE PROVIDE A COPY OF ALL DRIVERS LICENSES.

IF YOUR CHILDREN ARE GOING TO USE THE PUBLIC SCHOOL SYSTEM, PLEASE MAKE SURE THEIR COMPLETE NAMES AND DATES OF BIRTH ARE LISTED ABOVE AND PLEASE INITIAL HERE: _____

IF YOUR PROPERTY REQUIRES A REINSPECTION THE FEES ARE AS FOLLOWS:

1ST REINSPECTION \$250.00

2ND REINSPECTION \$500.00

ALL FEES ARE NON-REFUNDABLE

BUYING, SELLING OR RENTING PROPERTY WITHOUT ISSUANCE OF A CERTIFICATE OF INSPECTION IS PUNISHABLE BY LAW, WITH FINES NOT EXCEEDING \$2000.00