**RESALE OR TENANT CHANGE FORM**

TOWNSHIP OF HADDON

10 REEVE AVENUE, HADODN TOWNSHIP, NEW JERSEY 08108

(856) 854-1176 Ext. 4122

**For residential inspections only**

The fee for said inspection will be $75.00. A check or money orders made payable to The Township of Haddon must accompany this form. If a re-inspection is required an additional $25.00 fee will be collected. The fee is non-transferable. If the change does not occur within six months a new application shall be required.

When requesting an inspection a 14 day notice must be given.

Settlement Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Block \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lot \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Owner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address to be inspected \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A property Maintenance Certificate will only be issued when the premises inspected are consistent with The Township of Haddon’s Land Use and Property Maintenance Codes. This inspection will include BUT NOT LIMITED TO:

Residential requirements 1. Smoke Detector on each floor, including basement, Excluding

 Unfinished attic or crawl space.

 2. Smoke Detector and Carbon Monoxide Detector alarm to be

 Installed outside each separate sleeping area and within 10 feet

 Of bedrooms.

 3. House numbers on house – at least 3 inches

 4. All utilities must be on’

 5. Pools and hot tubs must meet current enclosure requirements

 6. Life Safety Items – Railing on stairs, Plate covers on outlets, no wires

 Hanging , etc.

 7. Fire Extinguisher- ABC Fire Extinguisher- between 5-10 Lbs. Mounted

If buyer is buying the property “as is” we will need a notarized letter stating such. No Certificate will be issued without this.

ARE THERE ANY OPEN BUILDING PERMITS FOR THIS PROPERTY YES \_\_\_\_\_\_\_\_ NO \_\_\_\_\_\_\_\_\_\_\_\_\_

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1ST DATE OF INSPECTION \_\_\_\_\_\_\_\_\_\_\_ TIME OF INSPECTION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cert# \_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd DATE OF INSPECTION \_\_\_\_\_\_\_\_\_\_\_ TIME OF INSPECTION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSPECTORS COMMENTS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE PAID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHECK NUMBER OR CASH \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_