

**BOROUGH OF NATIONAL PARK**  
**APPLICATION FOR A COMMERCIAL CERTIFICATE OF OCCUPANCY**  
**FOR CHANGE OF OCCUPANCY/OWNERSHIP**

**ADDRESS OF PROPERTY FOR INSPECTION**

# \_\_\_\_\_

BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ VACANT \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

**CURRENT OWNER**

NAME ADDRESS TELEPHONE #

**PROSPECTIVE BUYER/TENANT**

NAME ADDRESS TELEPHONE #

**AGENT**

\*\*\*\*\*

FOR OWNER

FOR BUYER

LISTING FOR OWNER

DATE PROPERTY WAS LISTED

**CURRENT USE:** \_\_\_\_\_

I, \_\_\_\_\_ hereby certify that I am the (agent of)  
(print clearly)

Owner of record and am authorized to make this application.

\_\_\_\_\_ Date

\_\_\_\_\_ Authorized Signature(s)

\*\*An inspection is required to be performed by the Bureau of Fire Safety. When you submit your Commercial C.O. application, an appointment will also be arranged with the Fire Marshal for their inspection

APPLICATION IS NOT COMPLETE UNTIL THE OWNER/AGENT CONTACTS  
THE INSPECTIONS DEPARTMENT TO SCHEDULE THE INSPECTION OR RE-  
INSPECTION. THIS DWELLING IS NOT TO BE OCCUPIED UNTIL A  
CERTIFICATE OF OCCUPANCY IS ISSUED BY THE HOUSING INSPECTOR OF  
THE BOROUGH OF NATIONAL PARK.

**INSPECTION APPOINTMENTS ARE ONLY AVAILABLE ON  
THURSDAYS BETWEEN THE HOURS OF 12:00 PM AND 1:00 PM**

\*\*\*\*\*

**OFFICE USE ONLY**

\_\_\_\_\_ INSPECTION FEE      **\$75.00 per unit**

\_\_\_\_\_ RECEIVED BY

\_\_\_\_\_ DATE RECEIVED

**REINSPECTION ONLY**

\_\_\_\_\_ RE-INSPECTION FEE      **\$35.00 EACH ADDITIONAL  
RE-INSPECTION (per unit)**

\_\_\_\_\_ RECEIVED BY

\_\_\_\_\_ DATE RECEIVED

LICENSE NUMBER \_\_\_\_\_

OCCUPANCY LOAD \_\_\_\_\_

DATE OF INSPECTION \_\_\_\_\_

TIME OF INSPECTION \_\_\_\_\_

SPECIAL CONCERNS: