



## RESIDENTIAL TEMPORARY CERTIFICATE OF OCCUPANCY APPLICATION

RE-Inspection: \$85.00

### NEW Property Owner Information

Property Location (address):	Property Owner:
Phone:	Email:

### Applicant Information (If not the Property Owner)

Name:	Role:
Address:	City:
State:	Zip:
Phone:	Email:

### Send the Inspection Report To:

1.
2.
3.
4.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

If the buyer is to assume the violations, they must turn in affidavit to assume violations signed by buyer and seller, post a bond minimum of \$500 with a \$25 processing fee to obtain Temporary Certificate of Occupancy. New owners have 3-6 months to complete the repairs from the initial report. If you require an extension, a \$30 extension fee will be applied. Once the RE-Inspection fee has been paid, please call the office at 734-782-0445 to schedule a date and time for your inspection. Inspections must be scheduled at least 24 hours in advance. Inspection reports will be sent out via email within 2-3 weeks of the inspection date. When ALL the items on your inspection list have passed, we will send out your Final Certificate of Occupancy.

### Building Department Use ONLY

Temp C of O Expires on:
Inspection Completed on:
Report Sent on: