

Borough of Bradley Beach
Department of Community Development

Commercial Certificate of Occupancy Application

**APPLICATION MUST BE COMPLETE BEFORE AN INSPECTION WILL BE SCHEDULED
PLEASE PRINT CLEARLY**

Date _____ C.O. # _____ Block _____ Lot _____

Property Address _____ Unit to be inspected _____

CHECK ONE: SALE () _____ RENTAL () _____
DATE OF CLOSING DATE BEGINNING AND ENDING

Name of Property Owner _____ Phone # _____

Mailing address of Property Owner _____

Property Owner Email Address _____ Number of Employees: _____

Name of Buyer or one Tenant _____ Phone # _____

Name of Business _____

Mailing address of Buyer or Tenant _____

Contact Person for inspection _____ Phone # _____

PLEASE PRINT CLEARLY

EMERGENCY CONTACTS

1. _____ PHONE # _____

2. _____ PHONE # _____

I being duly sworn according to law upon oath depose and say that the information set forth in the above application is the truth, to the best of my knowledge. This is an official document as per Borough Code 160-7 and 160-8. Misrepresentation or falsification shall be punishable by Law.

*** Occupancy is not permitted until C.O. is issued. Owner/Agent and Tenant please be advised of the Property Maintenance Codes and recycling/trash ordinances. Both owner and tenant are responsible.**

Signature of Owner or Agent

Signature of Tenant/Buyer

OFFICE USE ONLY

Received by: _____ Date: _____ C/O Fee \$ _____ Tourism Fee \$ _____

Received by: _____ Date: _____ Re-inspect Fee \$ _____

Open Permits [] _____ Delinquent Taxes [] _____ Delinquent Sewer [] _____