



Englewood

Code Enforcement

P.O. Box 228 • Englewood, N.J. 07631 • www.cityofenglewood.org

Receipt No. _____

Zoning _____

Cash or Check # _____

Construction Official _____

Date Received _____

CCO Inspector _____

CCO No _____

Fee \$ 250.00 Use Group _____

**CERTIFICATE OF CONTINUED OCCUPANCY FOR
THE RESALE OF A COMMERCIAL BUILDING**

Seller-Name _____ Tel: _____

Seller-Email Address _____

Property Address _____

Block _____ Lot _____ Zoning District _____ Approved Seating _____

(Office Use)

(Office Use)

Buyer-Name _____ Tel: _____

Buyer-Address _____

Description of New Use or Business _____

No. of Businesses in Building _____ No. of Apartments in Building _____

Is There a Fire Alarm Present _____ Approximate Sq. Footage _____

Description of Former Use or Business _____

Will there be any proposed construction work? If yes, please give details _____

Seller's Agent _____ Tel: _____

Email Address _____

Seller's Attorney _____ Tel: _____

Email Address _____

I hereby certify that I have read this application thoroughly and agree to conform to the provisions of Chapter 159 of the City Codes of the City of Englewood.

OWNER/AGENT/ATTORNEY SIGNATURE

PRINT NAME

**APPLICATIONS MUST BE SUBMITTED AT LEASE (10) DAYS BEFORE THE
CLOSING DATE**

**BEFORE APPLICATIONS ARE EXCEPTED - ALL OPEN PERMITS MUST HAVE FINAL
INSPECTIONS**

**TO RECEIVE A CCO THE ITEMS LISTED BELOW MUST BE COMPLIANT WITH
APPLICABLE STATE LAW AND LOCAL ORDINANCE**

- **Fire Exit Lights**
- **Emergency Lights**
- **Fire Alarm Test Report if Installed**
- **Sprinkler Test Report if Installed**
- **Handrails for (4) or more Stairs**
- **No Holes in Windows, Ceilings, Floors or Walls**
- **Water Heater Blow off Pipe within 6" from floor**
- **Electric Service – No Open Space In Electric Box All Have to be Covered**
- **Furnace & Boiler Flue Pipe In Good Working Order (No Holes)**
- **No Missing Covers (Wall Sockets, etc.)**
- **No Bare Wires**
- **Numbers On Building Visible from the Street**

**IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE INSPECTOR
JAHVIA GRIFFIN AT (201) 510-8201**