



Please attach Business Card
MLS Listing Sheet
Closing Date: _____

Inspection # _____

Block _____ Lot _____

Tel. No. 732-566-3898 EXT 135 OR 128

FEES
RECEIVED Prior to 10 Business
days from scheduled inspection:
\$110.00
RECEIVED 4-10 Business days from
scheduled inspection: \$135.00
RECEIVED FEWER than 4 Business
days from scheduled inspection:
\$160.00
DUPLEX/2 FAMILY-\$185.00
TCCO-additional \$250.00
Returned Check fee:\$20.00

Borough of Matawan Fire Prevention Bureau RESALE-CCO APPLICATION

Jose Pujols
Fire Official
JOSE.PUJOLS@MATAWANBOROUGH.COM
OR
LYNN.KRAMER@MATAWANBOROUGH.COM

CCO INSPECTIONS ARE DONE ON VARIOUS DAYS BETWEEN THE HOURS OF 10 am – 2 pm. (PLEASE SEE “**FIRE OFFICIAL SCHEDULE**” ON MATAWAN BOROUGH WEBSITE)
ADDITIONAL DAYS AND LATE AFTERNOON INSPECTION TIMES MAY BE SCHEDULED.
CHECKS SHOULD BE MADE PAYABLE TO “MATAWAN FIRE PREVENTION BUREAU”

If Construction Permits are needed for prior work done or for work that must be done to satisfy RESALE-CCO requirements, the process may be delayed. *Take note that the Construction Dept. inspections may not be able to be accommodated as early as per your request, therefore your closing might be delayed.* **We suggest that you file for a CCO a MONTH in advance. A CCO is good for 60 days from the first inspection date.**

Application is hereby made for inspection, approval & issuance of a Certificate of Continued Occupancy for the following dwelling(s) as provided by Ordinance No.:17-3.7 and includes CSDCMAC for UFC. Non-legible or Incomplete items will void this application. A Non-transferrable Temporary Continued Certificate of Occupancy (TCCO) may be requested with conditions if UFC is met.

THE CCO INSPECTION IS NOT A STRUCTURAL INSPECTION, FOR YOUR PROTECTION, YOU MAY WISH TO OBTAIN AN ENGINEERING OR STRUCTURAL ANALYSIS.

Present Owner(s) Name(s): _____ Tel. Number: _____

Present Owner(s) Address: _____

EMAIL _____

Property Address: (No P.O. Box): _____

Application being applied for by: _____ Tel. Number: _____

Seller's Attorney: _____ Tel. Number: _____

Buyer's Attorney: _____ Tel. Number: _____

“Has” this property previously been used as a rental? _____ Is it “now” being used as a rental? _____

“Will” it be used as a rental? _____

Buyer's Name (s): _____

Exact Name(s) that will appear on Deed

Buyer's Tel. No. _____ Cell No. _____

EMAIL _____

Buyer's Address:(No P.O. Box PERMITTED) _____

Confirmation of closing is required by closing attorneys, within 5 days of closing. Date Closed: _____ Date Notified: _____
I have read the above statement and hereby agree that I will adhere to the requirement requested by the Matawan Fire Prevention Bureau.

Print Name	Signature	Date
FOR OFFICE USE ONLY		
First Inspection Date: _____	Day: _____	Time: _____
Re-Inspection Date: _____	Day: _____	Time: _____
Property Inspected by: _____	Date: _____	Inspection Approved: _____
CCO Issued: _____	Date: _____	By: _____
Photos _____	Total of Photos Taken: _____	
Inspector's Time: _____	Application Approved By: _____	Copy of Application given to Applicant: _____
Fee Paid By: _____	Check#: _____	Date: _____
	Rec'd By: _____	