

Borough of Brooklawn Construction/Zoning/Code Enforcement  
301 Christiana St. - Brooklawn, NJ 08030  
Phone: 856-456-0750 Ext.105 Fax: 856-456-1874  
Email: mperry@brooklawn-nj.com



Application for Certificate of:

- ☐ Residential Dwelling RESALE FEE= \$100.00
- ☐ Commercial Property RESALE FEE = \$120.00 Cash \_\_\_\_ or Check# \_\_\_\_
- ☐ CO Reinspection FEE = \$50.00
- ☐ Change of Tenant FEE=\$ 100.00

Address: \_\_\_\_\_ Block: \_\_\_\_ Lot: \_\_\_\_

Owner of property: \_\_\_\_\_ Phone# \_\_\_\_\_

Address of owner: \_\_\_\_\_ ☐ SAME AS ABOVE

Address - City, State and zip code **MUST BE LISTED** if different than address applied for

Realtor/ Agent: \_\_\_\_\_ Phone# \_\_\_\_\_

Tenant/ Buyer of property: \_\_\_\_\_ Phone# \_\_\_\_\_

Settlement Date: \_\_\_\_\_ Lock Box# \_\_\_\_\_

**INSPECTION:** (See attached checklist for inspection requirement guidance)

Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Please Note:**

CO Inspections for both **Rental Properties / Residential Sales or Commercial Properties** are completed on Tuesday & Thursday between 10:00 am -12:00 pm **by appointment only**  
Application and fee must be received prior to scheduling any Inspection

If application and fee is mailed in, address to "Attn: Construction" with a check made payable to: Borough of Brooklawn. You are required to call our office to schedule the Inspection once we've received the completed form and payment.

**Inspection report to be:** Mailed to the owner \_\_\_\_ Picked up \_\_\_\_ Emailed to: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Print name of Applicant: \_\_\_\_\_

**Water Final Reading Request: \$25.00 – Payment by check (payable to Borough of Brooklawn)  
Cash or money order**

**Please note:** If settlement date is within 3 days from the date of application, the fee is \$100.00

**Contact information to send final water read to:** \_\_\_\_\_