



APPLICATION FOR CERTIFICATE OF OCCUPANCY

APPLICANT: _____

PHONE: _____ EMAIL: _____

PROPERTY ADDRESS: _____

USE: _____

PROPERTY OWNER NAME: _____

PROPERTY OWNER ADDRESS: _____

Signature: _____ Date: _____

Owner / Applicant

Please print, sign and date this form then mail with payment to address above OR place in the drop box located at the address above.

\$250.00 (includes building & inspection) fee due with application
Fee doubles if premises are occupied prior to Inspector/Building Official approval.

Official Town Use Only:

Received by: _____ Date: _____

Building Official Approval: _____ Date: _____

Fee Due \$ _____ Penalty Due: \$ _____

Date Received: _____ ☐ Cash ☐ Check # _____ ☐ Credit/Debit