

CITY OF NORWICH
BUILDING & CODES DEPARTMENT
One City Plaza
Norwich, NY 13815
Tel. 607-334-1233 Fax 607-334-1208

APPLICATION FOR RESIDENTIAL RENTAL INSPECTION

Reason for Inspection: Change of Tenancy 3 Year Inspection Complaint

Property Address: _____ Unit #: _____ Tax ID #: _____

Tenant/Head of Household Name: _____

Tenant Phone #: _____ Number of People Residing in Unit: _____

All Dogs residing in the City of Norwich are required by law to be licensed.

of Dog(s): _____ License # of Dog(s): _____

Property Owner(s) Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

Property Agent Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

1. I agree that permission is granted to the City of Norwich Codes Department to conduct an interior and exterior property inspection. I agree that the property will comply with all City of Norwich Ordinance and Property Maintenance Codes at all times.

2. I understand that the Certificate of Occupancy, which will be issued upon a passed inspection, will be valid for the above named tenant(s) only and will expire when these tenant(s) vacate the premises, whereupon a new inspection and Certificate of Occupancy will be required.

3. I agree that no person will be permitted to move into this property until all violations are corrected and that some violations may possibly be permitted to be completed at a later date, as agreed to by the Codes Department.

SIGNATURE: _____ DATE: _____

FEE: \$25.00 per unit. Fee to be paid when the application is submitted.