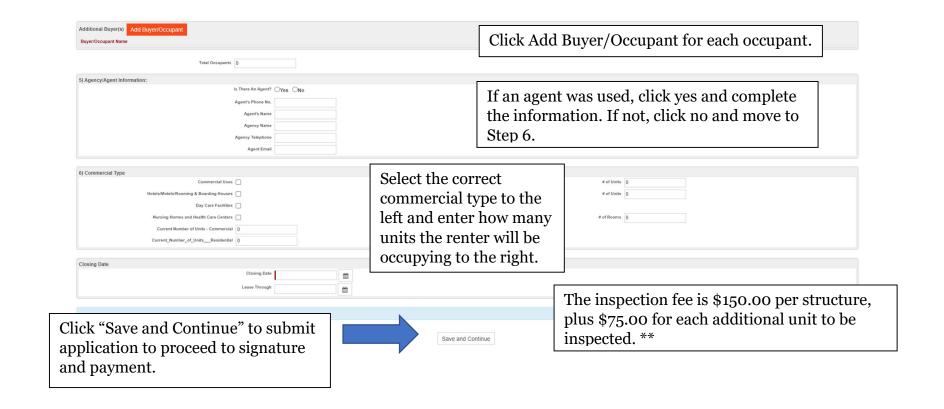
## **How to Apply for a Commercial Rental Certificate of Inspection (CI)**

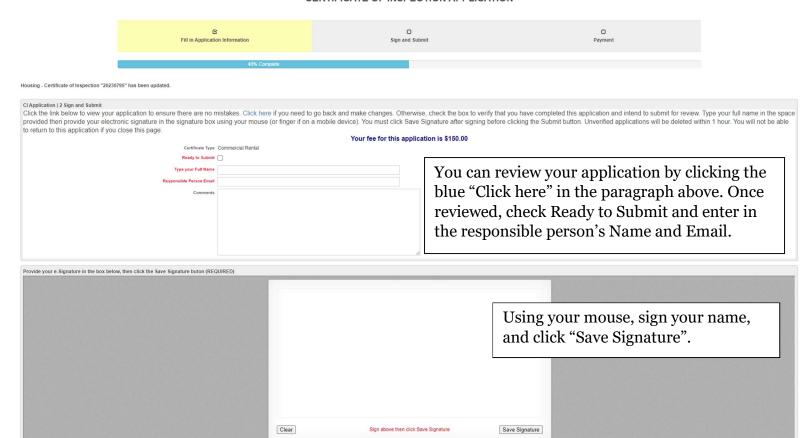
 ${\bf 1}.$  Select the Certificate Type. In this case, select Commercial Rental.

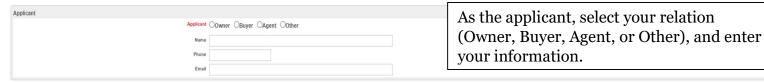
	NEPTUNE TOWNSHIP CERTIFICATE OF INSPECTION APPLICATION							
	문 Fill in Application Information		Sig	Sign and Submit		O ayment		
	0% Complete							
Housing - Certificate of Inspection "20230	0795" has been created.							
1) Certificate Type								
		Certificate Type O Sales  ORental  Oshort Term Seasonal Rental  Ocommercial Sale  ®commercial Rental  Otransfer of Title						
		OTransfer of Title		Dnor	nanty Informat	ion. In the Der	and Data how t	rmo tho
2) Property information	Application Date 09/29/2023   Parcel Data Q.  Location Street Address Blook Lot Qualifier Unit			Property Information: In the Parcel Data box, type the address and a blue box will come up with the address. Once you click the address in blue, it will complete the Block, Lot, Qualifier, Street Address, and Owner Information below.				
3) Current Owner Information	Current Owner Name Current Owner Address Current Owner City, 5t Zip Current Owner Phone Current Owner Email				prepopula	Owner Informa ate from the Pa e number and e	arcel Data. Just	enter
4) Renter Information (Commercial Rent	Renter Name Renter Address Renter City, State Zip Renter Telephone Renter Email				information. I	f the Rental is program will p	lete all Renter' a business with prompt you to u	h an



\*\* If the application is received **five (5) or less business** days prior to the anticipated closing date, the **fees will be increased by \$50.00** for each required inspection. If an inspection is requested during **non-business hours**, an **additional fee of \$150.00** for up to two hours (and \$100.00 per hour or fraction of an hour after that) will apply.\*\*

## NEPTUNE TOWNSHIP CERTIFICATE OF INSPECTION APPLICATION





Certification in Liew of Oath and Acknowledgement

## CERTIFICATION IN LIEU OF OATH AND ACKNOWLEDGEMENT

I hereby certify that I am the owner of record or agent authorized by the owner of record to make this application for a Certificate of Inspection.

I further certify that the property is in compliance with all applicable laws, regulations and rules. Smoke detectors and carbon monoxide alarms are installed as required and in good working order.

I understand and have made the owner aware that occupancy of any structure prior to obtaining a Certificate of Inspection is in violation of the ordinances of the Township of Neptune and punishable by a fine of up to \$1,250.00.

I further understand and have made the owner aware that a Mercantile Registration is required for all rental properties and that the Registration is required to be renewed on an annual basis. A copy of a valid Mercantile Registration is included with this application.

Save and Continue

I further understand that an open construction permit may prevent the issuance of a Certificate of Inspection.

I agree to be on premises at least 15 minutes prior to the scheduled inspection time.

I understand that if any of the information on this application is willfully false, I am subject to punishment



Click Save and Continue.

Housing - Certificate of Inspection "20230795" has been updated.

## NEPTUNE TOWNSHIP CERTIFICATE OF INSPECTION APPLICATION 0 Fill in Application Information Sign and Submit Your application has been received! Please make payment below. Fee Due: \$150.00 | Pay Online Now Click Pay Online Now to pay with a credit/debit card or an e-check. Initial Fee \$150.00 Payments Made \$0.00 Application Balance Due \$150.00 All Payments None |-⟨ < > |-⟩ No records to display. ■ View Application EDIT APPLICATION 563021213 Certificate of Inspection Application Commercial Rental 25 Neptune Blvd. Closing Date Neptune, NJ 07753 (732) 988-5200 EXT. 211 PROPERTY INFORMATION Property Address: Block: CURRENT OWNER INFORMATION Current Owner of Property: Address: (A POST OFFICE BOX ADDRESS IS NOT PERMITTED) City / State / Zip: RENTER INFORMATION:

Once you pay, your application will be reviewed by the office staff. There is a 5-business day review process. To schedule an inspection earlier than the 5 business days, you must pay the \$50.00 rush fee that was previously mentioned.

Renter Name: Renter's Current Address: City / State / Zip:

TENANTS: