



**BOROUGH OF BERNARDSVILLE
CODE ENFORCEMENT
CONSTRUCTION RECORDS CLEARANCE APPLICATION
RESIDENTIAL**

**Please mail or submit completed application with payment to:
Borough of Bernardsville Code Enforcement, 1 Anderson Hill Rd. Suite 103, Bernardsville, NJ
07924**

Sellers Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone () _____ Email _____

Property Address _____

Block _____ Lot _____

Single Family Two Family Condominium 3+ Family

Contact Person (Agent) _____ Phone () _____

Email _____ Closing Date _____ (required)

I hereby certify that I am the (agent) owner of record and I am authorized to make this application.

Signature

Date

12-4.3 Preoccupancy Records Inspection.

Prior to the issuance of any such certificate for any transaction, the enforcing agency shall conduct a records inspection to ensure that there are no open construction permits on the subject premises. Should there be open permits on subject premises, all final inspections and prior approvals shall be obtained and appropriate Uniform Construction Code certificates shall be issued prior to issuance of the CRC.

FOR BOROUGH USE ONLY:

Certificate of Records Clearance/Approvals Issued Yes or No Certificate# _____

Application Fee: \$35.00 Cash/Check# _____

Date Submitted ____/____/____