



Office of Code Enforcement

24 N. Black Horse Pike
Runnemede, NJ 08078
856-939-2815

**Certificate of Continued Occupancy Application
Residential Dwelling**

Fee: \$100.00
\$25.00 Fee after first reinspection

Date: _____ Check Number: _____

Address of Property: _____ Block _____ Lot _____

Owner Name: _____

Owner Address: _____

Phone Number: _____ Email _____

Check one: Buyer/Sale _____ Rental/Tenant _____

Name(s) of Buyer/Tenants: _____

Address of Buyer/Tenants: _____

Number of Bedrooms: _____ Occupancy Date: _____

Phone: _____ Email: _____

Name of Realtor: _____

Address: _____

Phone: _____ Email: _____ Pets- Type and Number: _____

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Application must be submitted at least 10 Working days prior to settlement or occupancy date.

All work must be completed before a Certificate can be issued.

Application expires 90 days after inspection, if the Certificate of Continued Occupancy has not been issued

All construction permits shall be closed out before the Certificate of Continued Occupancy is issued

Construction permits shall be required for any work performed without proper permits.

Signature: _____

Print Name: _____ Position: _____



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Swimming Pool Affidavit

_____ **There is no above or inground swimming pools of any type on the Property.**

_____ **There is a swimming pool on the property. A construction permit was obtained and a certificate of approval was issued by the Borough of Runnemede.**

_____ **The pool and all requirements have been maintained in accordance with the codes in effect at the time of issuance of the certificate of approval. A bonding/grounding certificate from a licensed New Jersey electrician, not dated over 30 days from the date of this application, shall be provided with this application.**

I certify that all statements in this affidavit are true.

I am aware that if any of the foregoing statements made by me are willfully false, I will be subject under penalty of the law.

I am Owner/Agent of property located at:

_____ **Runnemede, NJ 08078**

_____ **Signature**

_____ **Print Name**

_____ **Date**