



TOWNSHIP OF BETHLEHEM

COMMUNITY DEVELOPMENT DEPARTMENT

MUNICIPAL BUILDING
4225 Easton Avenue
Bethlehem, Pennsylvania 18020-1496

Phone: 610.814.6435
www.bethlehemtownship.org

Property Resale/Lease Inspection Program Application for Certificate of Use and Occupancy

Date of Application: _____ Address of Premises: _____

Floor/Suite/Apt # _____ Number of Units: _____ Sq. Footage: _____

Agreement of Sale/Lease Attached: ☐ YES ☐ NO Settlement Date: _____

Reason for Application:

☐ Commercial Re-Sale ☐ Commercial Change of Tenant ☐ Residential Re-Sale ☐ Residential Change of Tenant

Building Description:

☐ Commercial Shopping Center/Retail ☐ Commercial Business ☐ Commercial Assembly ☐ Industrial Warehouse

☐ Multi-Family Dwelling ☐ Single-Family Dwelling ☐ Condo/Apt. ☐ Other: _____

****Please indicate contact person for scheduling inspection by checking box next to Seller/Buyer/Agent****

☐ Current Owner (Seller/Landlord)

Name(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-Mail Address: _____

☐ Buyer/New Tenant

Name(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-Mail Address: _____

☐ **Real Estate Agent and/or Attorney**

Name(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-Mail Address: _____

Commercial Re-Sale/Change of Tenant

Copy of Sale Agreement/Lease Agreement and print out of property Sketch from ncpub.org are required with Commercial Re-Sale/Change of Tenant application submittals.

Description of Current Use of Premises: _____

Description of Proposed Use of Premises: _____

Commercial Tenant Business Name: _____

Corporate Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____ Title: _____

Phone: _____ E-Mail Address: _____

Property Owner's (Seller/Landlord) Authorization

I (Owner/Seller/Authorized Agent) hereby grant permission for the above referenced premises to be inspected by Bethlehem Township for the issuance of a certificate of use and occupancy/certificate of compliance for the purposes or use described above. I also understand that the sole intent of this inspection is to determine compliance with Bethlehem Township Ordinance Numbers 6-78 and 06-23. This inspection is intended to assure general compliance with applicable Township regulations, including but not limited to: property maintenance, building and zoning. This inspection is not intended to substitute for a home inspection. By issuance of a certificate of occupancy/compliance, the Township assumes no liability regarding the physical condition of the subject premises. The issuance of a certificate of occupancy/compliance does not diminish required need for compliance with any Township ordinances. The electrical portion of this inspection relates only to GFCI issues at exterior and interior locations, and is not a comprehensive electrical inspection. Prior to occupying any premises, it is recommended to have a building fully inspected by a qualified independent inspector for code/safety compliance for (and including but not limited to) chimney, electrical, heating, air conditioning and ventilation systems.

Signature: _____

Date: _____