



CITY OF COATESVILLE – USE REGISTRATION CERTIFICATE OF OCCUPANCY FOR TRANSFER/SALE OF REAL ESTATE

SMARTGOV PERMIT NO. USE-

Tax /UPI#: 16- Date of Sale/Transfer: \_\_\_\_\_

Property Address: \_\_\_\_\_

Current Owner/Seller: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Address (if different than Property Address) or Executor/Power of Attorney Name and Address: \_\_\_\_\_

Name of Buyer: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Sellers Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Buyers Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant’s Signature: \_\_\_\_\_

Is this Property a rental? Y or N Will it be used as a rental? Y or N Will the current tenant remain? Y or N

Be it hereby known that the building at the above address has been completed in accordance with the requirements of the Ordinances of the City of Coatesville and may be occupied subject to the following provisions:

**Please complete this Form legibly and in its entirety.**

A certificate for all gas/oil heating equipment is required. If buying the property “AS IS” and waiving the requirement for the certificate of performance, please complete the “AGREEMENT OF AS IS” on the back.

**FEE: \$125.00 (RESIDENTIAL) or \$150.00 (COMMERCIAL). Both include initial inspection plus one (1) follow-up if needed).**

**Chapter 214, Use Registration**

**Chapter 108-Fees**

**O. Use Registration:**

[Amended 9-9-1996 by Ord. No. 1033-96; 2-22-1999 by Ord. No. 1096-99; 6-25-2001 by Res. No. 2001-15; 12-22-2005 by Ord. No. 1267-2005]

**(1) Initial inspection under Chapter 214, Use Registration: \$125.00 or \$150.00 (this also includes one follow-up inspection).**

**The residential fee provided is for buildings with up to three (3) dwelling units. An additional fee of \$150.00 is required for each additional three dwelling units. Any further inspections after the initial and follow-up inspection are at a cost of \$80.00 per inspection.**

[Amended 1-14-2013 by Ord. No. 1402-2013; 4-14-2014 by Ord. No. 1428-2014]

Violations: Y  N

As Is: Y  N

Heating Equipment Cert:

Final Occupancy:

Approved: Y  N

Fee: \$ \_\_\_\_\_

DATE: \_\_\_\_\_

CODE ENFORCEMENT OFFICER \_\_\_\_\_



**CITY OF COATESVILLE – AGREEMENT OF AS IS  
FOR TRANSFER/SALE OF REAL ESTATE**

\_\_\_\_\_  
Settlement Date:

I/We \_\_\_\_\_  
Name of Buyer(s)

\_\_\_\_\_  
Property Address

I/We have either received a copy of the Field Correction Notice issued by the City of Coatesville Code Department and/or am waiving the requirement for certificate of performance for all gas/oil heating equipment and understand the requirements as defined therein. I/We agree to accept the above-mentioned property in an "AS IS" condition and will make all necessary repairs, if needed. These repairs will be completed within \_\_\_\_\_ days of settlement, as agreed to by the Codes Department of the City of Coatesville.

Should transfer of above mention property be cancelled for any reason, applicant must notify the Codes Department within 10 days.

Buyer(s) Signature: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_.

My commission expires:

\_\_\_\_\_  
NOTARY