

No. _____

DATE: _____

**SOUTH HARRISON TOWNSHIP
CHECKLIST FOR CONTINUED/CHANGE OF OCCUPANCY & CERTIFICATE OF RESALE AND/OR RENTAL
APPLICATION FEE: \$100**

OWNER:	PHONE:
ADDRESS:	BLOCK: LOT:
BUYER/TENANT:	
AGENT:	PHONE #
CONTACT NAME TO SET APPOINTMENT:	PHONE #
SETTLEMENT DATE:	
INSPECTOR'S NAME:	FAILURE DATE:
INSPECTOR'S SIGNATURE:	APPROVAL DATE:

Pass	Fail	Requirement	Pass	Fail	Requirement	Comment
		EXTERIOR				
		Visible 911 ID			Flooring	
		Steps			Kitchen	
		Walkways			Bath	
		Ramps			Switch/Receptacle Covers	
		Guardrails			Electrical Fixtures	
		Handrails			Panel Box	
		Obstructions/Hazards			A/C Disconnect	
		Perimeter Grading			Window Glass	
		Gutters & Spouts			Egress Windows Operational	
		Splash Blocks			Window Guards	
		Basement or Crawl Space			Water Heater	
		Foundation Openings			Chimney Connection	
		Accesses Secure/Weatherproof			Relief Valve	
		Sum Pump			Floor Discharge	
		Electrical Connection			Water Pipes	
		Backflow			Drain Pipes	
		Discharge			Fixtures	
		Mold			Toilet Mounting	
		Vapor Barrier in tact				
		INTERIOR				
		Smoke Detectors			Hot Water Controls	
		CO Detectors			Cold Water Controls	
		Infestation - Mice/Insects			Mold	
		Handrails			Heating System	
		Guardrails			Panel Covets in tact	
		Bathroom Venting			Chimney Connection	
		Fan			Fire Extinguisher	
		Window			Size 2A-10BC	
		GFI Receptacles			Within 10 Feet of Kitchen	
		Kitchen				
		Bath				
		Garage				

IF SMOKE DETECTORS ARE TIED INTO A SECURITY SYTEM, THE ALARM COMPANY MUST BE NOTIFIED PRIOR TO TESTING!