

CITY OF SHEFFIELD LAKE

BUILDING DEPARTMENT

4750 Richelieu Ave., Sheffield Lake OH 44054

Phone: 440-949-5767 Fax: 440-949-6331

Certificate of Rental Property Registration

Fee: \$100.00 (Single Family) _____	\$750.00 (51-99) _____
\$200.00 (2-10 units) _____	\$900.00 (100-149) _____
\$375.00 (11-25 units) _____	\$1200.00 (150 & up) _____
\$550.00 (26-50 units) _____	Re-inspection _____

Owner: _____ Phone: _____

Owner Address: _____ City, State & Zip _____

This is to request an inspection for the property located at:

Sale _____ Single Family _____ Multi-Family _____

_____ Sidewalks	_____ Handrails
_____ Roof, Gutters and Downspouts	_____ Heat Source
_____ Provide/Maintain Smoke Detectors	_____ Window Conditions
_____ Electric Service	_____ Hot Water (Vent/Discharge)
_____ Plumbing	_____ Floor Coverings
_____ Exterior	

Comments: _____

_____ Approved _____ Denied

The rental of the above listed property has been approved for the period of _____ to _____. When the Owner or Agent has been ordered by the Building Inspector to correct violations that may exist in a dwelling, the Inspector shall re-inspect the property to verify compliance with the original order. If the violations have been corrected the Rental Permit will be reinstated upon the owner or agent paying a \$50.00 reinstatement fee.

Appointment Date _____ Time _____

BUILDING DEPARTMENT APPROVAL