



# City of Sheffield Lake

## Building Department

609 Harris Road, Sheffield Lake, OH 44054

Phone: (440) 949-5767 Fax: (440) 949-7179

### APPLICATION FOR POINT OF SALE INSPECTION

Fee: \$ \_\_\_\_\_ Received: Cash \_\_\_\_\_ Check # \_\_\_\_\_ Date: \_\_\_\_\_

This is to request a Transfer of Certificate of Occupancy for the property located at:

\_\_\_\_\_

To be sold: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Realtor/Agent: \_\_\_\_\_

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

*Please be aware that the City reserves the right to complete this inspection for up to 10 business days from request.*

**FOR OFFICE USE ONLY**

Sidewalks – Amount to Escrow \$ \_\_\_\_\_

Roof

Gutter and Downspouts

Smoke Alarm(s) – Up/Down

Electric 100 AMP Service

GFCI – Kitchen and Baths

Plumbing

Heating Runs

Stairs and Handrails

Hot Water Tank (Venting, Safety Valve, Discharge)

General Condition: \_\_\_\_\_

Single Family

Multi-Family

Commercial

Appointment Date: \_\_\_\_\_

Time: \_\_\_\_\_

Special Conditions (if any):

\_\_\_\_\_

Approval of "Certificate of Occupancy": \_\_\_\_\_

Inspector's Signature

Date