



# Township of South Orange Village

76 South Orange Avenue  
South Orange, N.J. 07079

Updated 06/08/16

## CERTIFICATE OF HABITABILITY (BUSINESS) APPLICATION

DATED SUBMITTED: \_\_\_\_\_

ADDRESS TO BE INSPECTED: \_\_\_\_\_

NUMBER OF BUSINESSES AT SAID LOCATION: \_\_\_\_\_

PERSPECTIVE NAME OF BUSINESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

DATE APPROVED BY ZONING: \_\_\_\_\_ **(A copy of the approved USE APPLICATION must be provided)**

PROPERTY OWNER/LANDLORD NAME: \_\_\_\_\_

PHONE NUMBER: (H) \_\_\_\_\_ (B) \_\_\_\_\_ ADDRESS: \_\_\_\_\_

(We must have all available numbers) (Cell) \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

SUPERINTENDENT NAME: \_\_\_\_\_

PHONE NUMBER: (H) \_\_\_\_\_ (B) \_\_\_\_\_ ADDRESS: \_\_\_\_\_

(We must have all available numbers) (Cell) \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

NAMES & AGES OF ALL PERSPECTIVE TENANTS/BUSINESS OWNERS: \_\_\_\_\_

RESIDENTIAL ADDRESS(ES) OF ALL PERSPECTIVE TENANTS: \_\_\_\_\_

BUSINESS OWNER'S DRIVER'S LICENSE #: \_\_\_\_\_

If Business Owner does not drive must provide SS#: \_\_\_\_\_

**A COPY OF THE LEASE MUST BE PROVIDED TO THIS OFFICE PRIOR TO ISSUANCE OF CERTIFICATE**

FEE: \$125.00 - \$50 RE-INSPECTION FEE (Section 117-12 #10-16)

Appointment - To be filled in by Code Enforcement Office Personnel

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Cash/Check Receipt #: \_\_\_\_\_ Phone #: \_\_\_\_\_

BUSINESS LOCATED ON: 1st FLOOR \_\_\_\_\_ 2nd FLOOR \_\_\_\_\_  
LOWER LEVEL \_\_\_\_\_ OTHER \_\_\_\_\_

NUMBER OF OFFICES/ROOMS FOR BUSINESS: \_\_\_\_\_

DISCRIPTION/LOCATION OF OFFICE/ROOMS:

KITCHEN(s): \_\_\_\_\_ BATHROOM(S): \_\_\_\_\_

**INSPECTORS FINDINGS:**

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

CERTIFICATE/VIOLATIONS ISSUED ON: \_\_\_\_\_