

VILLAGE OF VALATIE

Building Department

P O Box 457, 3211 Church Street, Valatie, New York 12184
building@valatie.gov 518-758-1729



TENANCY CERTIFICATE OF OCCUPANCY

IN ACCORDANCE WITH THE VILLAGE OF VALATIE LOCAL LAW # 1 OF 2014: TENANCY CERTIFICATE OF OCCUPANCY. I HEREBY REQUEST THE BUILDING DEPARTMENT TO VERIFY THAT THE RESIDENTIAL LIVING UNIT IDENTIFIED BELOW MAY BE RE-OCCUPIED.

DATE: _____

STREET ADDRESS OF RENTAL UNIT: _____

APARTMENT NUMBER: _____ TENANT NAME: _____

TAX MAP NUMBER: _____

OWNER: _____ AGENT: _____

MAILING ADDRESS: _____ MAILING ADDRESS: _____

EMAIL: _____ EMAIL: _____

PHONE: _____ PHONE: _____

BUILDING DEPARTMENT FINDINGS

I HAVE CONDUCTED A VISUAL, NON-INVASIVE INSPECTION OF THE ABOVE PREMISES AND FOUND THE FOLLOWING:

____ PREMISES MAY BE RE-OCCUPIED ____ DEFICIENCIES/HAZARD EXIST
UNIT CANNOT BE OCCUPIED

COMMENTS: _____

DATE: _____

Ron Frering, CEO / Building Inspector

RE-INSPECTION RESULTS: _____

DATE: _____

INSPECTON FEE \$25.00 PER UNIT

IF TENANT MOVES IN BEFORE INSPECTION, FEE IS \$200.00.

ONE (1) COPY TO LANDLORD AND ORIGINAL TO BE KEPT ON FILE AT VILLAGE OFFICE.