



**The City of Bedford Heights**  
**5661 PERKINS ROAD**  
**BEDFORD HEIGHTS, OHIO 44146**  
**PHONE: 440-786-3237 FAX: 440-786-3277**

**APPLICATION FOR CERTIFICATE OF OCCUPANCY**

DWELLING ADDRESS: \_\_\_\_\_

**PLEASE INDICATE YOUR CHOICE OF INSPECTION TYPE:**

PROPERTY TYPE: (CHECK ONE)     CONDOMINIUM                       SINGLE FAMILY     TOWNHOUSE  
TRANSACTION TYPE: (CHECK ONE)  PURCHASE (\$50.00)     RENTAL (\$50.00)     LEASE OPTION (\$50.00)  
OCCUPANCY STATUS: (CHECK ONE)  OWNER OCCUPIED     INVESTOR                       TENANT OCCUPIED

NEW OWNER/TENANT NAME: \_\_\_\_\_

NEW OWNER/TENANT ADDRESS: \_\_\_\_\_

NEW OWNER/TENANT PHONE#: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

PROJECTED MOVE IN DATE: \_\_\_\_\_

OWNERSHIP AGENT/PROPERTY MANAGEMENT \_\_\_\_\_

ADDRESS/CITY/STATE/ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

**PLEASE LIST ALL OTHER RESIDENTS WHO WILL BE OCCUPYING THE PROPERTY**

Name	Relationship	Date of Birth

BUYER / TENANT/AGENT SIGNATURE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Internal Use below:**

FEE: \_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_

DATE PAID: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_