



CERT NO: _____

Fee: 10+ Business Days \$110.00 +Smoke fee

Fee Paid: _____

4-10 Business Days \$190.00 + Smoke fee

Less than 4 Business Days \$245.00 + Smoke fee

Cash or Check # _____

BOROUGH OF KEYPORT – Code Enforcement Office

70 West Front Street, Keyport, NJ 07735

732-739-5135

Application for Housing and Building Code

Change of Occupancy & Transfer of Title

The undersigned, hereby applies for a Housing Code Change of Occupancy and represents that the information supplied herein is true, knowing that is relied upon in the granting of this Change of Occupancy and/or Owner.

Owners Information

Name of Owner _____ Phone # _____

Owners Address _____ City _____

State _____ Zip _____ Email _____

Location of Premises being sold: _____

Apt # _____ Floor # _____

Block No. _____ Lot No _____ Qualifier _____ Zone _____

Number of Bedrooms: _____ Date of Occupancy: _____

Buyer Information

Name of Buyer _____ Phone # _____

Previous Address _____ City/State/Zip _____ Email _____

Occupants: List all occupants by name below, all persons 12 years or over are to be listed as adults)

Adults: Female _____ Male _____ Children: Female _____ Male _____

APPLICATION SIGNED BY: _____

Inspection Date: _____ Inspector: _____



APPLICATION FOR CERTIFICATE OF SMOKE DETECTOR, CARBON MONOXIDE
ALARM & FIRE EXTINGUISHER COMPLIANCE

Date: _____ Block: _____ Lot: _____

Fee: \$45.00 – if received over ten (10) business days prior to change of occupant.
\$90.00 – if received four (4) to ten (10) business days prior to change of occupant.
\$161.00 – if received less than four (4) business days prior to change of occupant.

Address of Inspection: _____

Current Owner: _____

Phone: _____ e-mail: _____

Address: _____

City: _____ State: _____ Zip: _____

Buyer's Name (if applicable): _____

Previous Address: _____

City: _____ State: _____ Zip: _____

Agents Name/Address: _____

Firm Name/Address: _____

Applicants Signature: _____ Date: _____

Note: Homes constructed after January 1, 1997 provided with AC powered and/or interconnected detectors shall be maintained in working order. On each level of the dwelling, including basements; and outside each separate sleeping area, within 10 feet, and all smoke detectors. Ten-year sealed battery-powered single station smoke alarms shall be installed and shall be listed in accordance with ANSI/UL 217, incorporated herein by reference. However, A/C-powered single or multiple-station smoke alarms installed as part of the original construction or rehabilitation project shall not be replaced with battery-powered smoke alarms. The effective date of this subsection shall be January 1, 2019.

A Carbon Monoxide Alarm must be installed within 10 feet of all sleeping areas.

A minimum of a 5 lb. ABC Fire Extinguisher shall be installed in the kitchen and shall be installed in a visible and readily accessible location, free from being blocked. Fire extinguisher shall be mounted using brackets and hanger supplied by the manufacturer.

For Office Use Only:

Fee Paid: _____ Date of Inspection: _____ File # _____

Keyport Fire Prevention Bureau
70 West Front St. Keyport, NJ 07735
Ph: 732-739-5269 Fax: 732-739-3479