



BOROUGH OF MEDIA
APPLICATION FOR CERTIFICATE OF OCCUPANCY
FEE: \$100 plus \$10 per unit

DATE OF APPLICATION: _____

ADDRESS: _____

PHYSICAL DESCRIPTION OF PROPERTY: (ex. – 2 story brick store front, etc.)

PURPOSE OR USE OF THE PROPERTY:

_____ Applicant wishes to apply for authorization to operate a non-impact, home-based business or commercial activity administered or conducted as an accessory use under Section 311-16F of the Media Borough Zoning Ordinance and which use is clearly secondary to the use as a residential dwelling.

If application is for a portion of the premises only, describe portion(s) of the building for which the application is being made (include square footage):

*****SALE OF PROPERTY*****

BUYER: _____

PHONE: _____ **EMAIL:** _____

ADDRESS: _____

TAX FOLIO: 23- _____ **SETTLEMENT DATE:** _____

TITLE COMPANY: _____

PHONE: _____ **EMAIL:** _____

ADDRESS: _____

REALTOR: _____

PHONE: _____ **EMAIL:** _____

ADDRESS: _____

*****TRANSFER OF TENANTS*****

NEW TENANT: _____

OLD TENANT: _____

*****PROPERTY OWNER'S AUTHORIZATION*****

OWNER: _____

PHONE: _____ **EMAIL:** _____

ADDRESS: _____

I grant permission for the above listed tenant to apply upon my behalf for a certificate of occupancy for the purpose or use described above at the address listed above.

Signature: _____ **Date:** _____