



**APPLICATION FOR CERTIFICATE OF ADEQUACY
(for one or two family dwellings only)**

Property Location: _____

Owner's Name: _____ Telephone: _____

Owner's Address: _____

Agent's Name: _____ Telephone: _____

Agent's Address: _____

If owner lives outside of Onondaga County, Agent's name, address and telephone are required.

PROPERTY DESCRIPTION

Type of Construction: Masonry: _____ Wood Frame: _____

One family: _____ Two family: _____ Number of Stories: _____

Garages: Attached _____ Detached _____ For _____ (Number of Stalls)

Sheds: _____ (Number of) Attic: _____ Yes _____ No

This application is being made pursuant to Property Conservation Code Section 27-16 in contemplation of a transfer of title to:

Purchaser's Name: _____

Address: _____

Arrangements for making inspection may be obtained by calling:

Name: _____ Telephone: _____

Fee of \$ _____ is attached.

Date

Signature of Applicant

SEE REVERSE SIDE FOR FEE SCHEDULE

OFFICE USE ONLY

Receipt Number Issued: _____ Quadrant: _____ District: _____

Date: _____

Accepted by

Comments: _____

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Schedule of Fees:

One-family house	\$45.00
Two-family house	\$55.00

Checks should be made payable to COMMISSIONER OF FINANCE, and sent with this application to the Division of Code Enforcement, 201 E. Washington Street, Syracuse, New York 13202-1430.

Be sure to ask the person accepting your application, which office will be responsible for processing your application and making the necessary inspections.

MAIL CERTIFICATES, APPLICATIONS AND APPROPRIATE FEES TO:

Department of Neighborhood and Business Development
Division of Technical Services
City Hall Commons
201 E. Washington Street – Room 101
Syracuse, New York 13202-1430
(315) 448-8600