

DEPARTMENT OF BUILDING  
& SAFETY



VENTNOR CITY, N.J. 08406

VENTNOR CITY HALL  
ROOM 4  
823-7987

LETTER FOR CONDITIONAL C/O  
OCCUPANCY PERMITTED

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

TO WHOM IT MAY CONCERN:

RE: \_\_\_\_\_  
ADDRESS

I, \_\_\_\_\_, THE BUYER OF THE ABOVE MENTIONED PROPERTY, ACKNOWLEDGE RECEIPT OF THE ATTACHED CORRECTION LIST ISSUED BY THE VENTNOR CITY HOUSING DEPARTMENT DATED \_\_\_\_\_. I AGREE TO MAKE THE REPAIRS LISTED WITHIN \_\_\_\_\_ DAYS FROM THE DATE OF THIS LETTER. I UNDERSTAND THAT AS PER VENTNOR CITY CODE 138-7 A CERTIFICATE OF OCCUPANCY CANNOT BE ISSUED UNTIL A RE-INSPECTION IS PERFORMED. FURTHERMORE, I UNDERSTAND THAT SHOULD I VIOLATE ANY TERMS OF THIS AGREEMENT A SUMMONS WILL BE ISSUED WITH A FINE THAT WILL NOT EXCEED \$1,000.00.

SIGNED: \_\_\_\_\_

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_ 200

\_\_\_\_\_