

The BOROUGH of HIGHLAND PARK  
Department of Code Enforcement  
Housing Inspections  
221 South Fifth Avenue  
Highland Park NJ 08904  
FAX – 732- 777- 6017

Application for Resale Certificate  
Smoke Detector & Carbon Monoxide Alarm Compliance for One  
and Two Family Dwellings And Commercial Sales

**NO HOUSING INSPECTIONS CAN BE SCHEDULED UNTIL**

**ALL CONSTRUCTION PERMITS ARE CLOSED**

Sonia Monroy, Housing Clerk: 732-287-5800

**PART 1: Owner/Agent must schedule inspection at least TEN working days prior to the inspection date.**

**\*IF MAKING A PAYMENT BY CASH, PLEASE HAVE THE EXACT AMOUNT\***

Initial Inspection:	\$75 _____	10 – 50 Units:	\$1,500 _____
Multi-Fam:	\$75 per Unit _____	51 – 100 Units:	\$2,500 _____
Re-Inspection:	\$50 _____	101 or More Units:	\$3,000 _____
Emergency:	\$150 _____	Commercial Space:	\$300 plus per Unit Fee _____

**These are per unit costs**

**Please make checks payable to: Borough of Highland Park**

**Today's Date:** \_\_\_\_\_

**Closing Date:** \_\_\_\_\_

**Dwelling Location:** Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
Address: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Phone: \_\_\_\_\_

**Buyer/Renter:** Name: \_\_\_\_\_  
**\*\*REQUIRED\*\*** Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Real Estate Agent:** Name: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Phone: \_\_\_\_\_

Contact Person for Inspection: \_\_\_\_\_ Phone: \_\_\_\_\_

**For Office Use**

Date: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Check #: \_\_\_\_\_

Cash: \$ \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Email: \_\_\_\_\_

**PART 2: The Smoke Detector/Carbon Monoxide Detector Inspection which is required pursuant to the NJ Uniform Fire Code N.J.A.C. 5:70-2.3 and the Middlesex County Fire Marshall Ordinance 10-1811 when a change in occupancy or ownership occurs will be conducted by Middlesex County Office of the Fire Marshall. See Attached documents for smoke detector/carbon monoxide inspection application**

**All emergency inspection requests must be reviewed and approved by the scheduling Inspector prior to fee being paid.**