



BOROUGH OF ROSELLE PARK

UNION COUNTY, NEW JERSEY

DEPARTMENT OF CODE ENFORCEMENT

APPLICATION FOR RESALE CERTIFICATE **(RESIDENTIAL SALES ONLY)**

Date of Application: _____ Closing Date: _____

Property Location: Block _____ Lot _____

Address _____

Property Type: _____ Single-Family _____ Two-Family
_____ Multi-Family _____ Number of Units *if* Multi-Family

Owner Information: Name _____

Address _____

Telephone _____

E-Mail _____

INSPECTIONS SCHEDULED MONDAY – THURSDAY
ALL BUILDING PERMITS MUST BE CLOSED PRIOR TO ISSUANCE OF CERTIFICATE

FEES

\$70.00 for Single-Family, \$100.00 for Two-Family,
and \$25.00 for each additional unit in Multi-Family (three dwelling units and above)

PAYABLE BY CHECK, MONEY ORDER, OR EXACT CASH TO
“BOROUGH OF ROSELLE PARK”

Applicant Signature: _____ Applicant Name: _____

***** OFFICIAL USE ONLY *****

Date Received: _____ Permit Status: _____

Date Assigned: _____ Certificate # _____

Code Reference: Roselle Park Borough Code § 40-3103H. This certificate will cover the smoke, carbon monoxide, and fire extinguisher requirement which must be obtained prior to the closing of the property. Failure to do so will result in penalties and fines that compound daily. Please obtain the Requirements for Resale Certificate Checklist to assist you in answering any questions you may have.