



# The Village of Woodmere

"Gateway to the Chagrin Valley"  
27899 Chagrin Boulevard - Woodmere Village, Ohio 44122  
Ph: 216-831-9511 Fax: 216-292-7023

## Application for Point of Sale Certificate of Inspection

This application is for a Point of Sale Certificate Inspection on residential property to be sold or transferred in ownership. An inspection must be completed prior to transfer of title (closing). The property can be inspected anytime during the selling process, however, it is recommended that the inspection be done prior to listing/advertising the property for sale. Arranging for the inspection is the responsibility of the owner or owner's representative. Inspections are done to ensure compliance with the Village's property maintenance code. If code violations are found, the seller or buyer may assume all violations. If the seller is assuming responsibility for all or part of the repairs, then the seller must specify that in writing and must have an escrow account established to ensure that the repairs are completed. If the buyer is assuming responsibility for all repairs, then the buyer must provide signed confirmation in accordance with Woodmere Village Point-of-Sale Section 1311.05 and confirm whether the purchase is AS-IS. If the property requires demolition, it must be demolished within 90 days and must have an escrow account established no less than \$500.00 to ensure the complete of the demolition. If numerous and serious electrical violations exist, these must be corrected in accordance with NEC guidelines and corrections must be performed by a licensed contractor. The contractor must be registered with the State of Ohio and in the Village of Woodmere.

In issuing a Certificate of Inspection, the Village does not thereby insure, warrant or guarantee to the holder thereof, to his assignees, or any other interested party that such Certificate contains all of the violations of the Codified Ordinances of the Village or statutes and codes of the State of Ohio. Such Certificate should be considered by all parties as the Villages' best effort to make known to owners and purchasers of real estates the known violations on a given property at the time the inspection is made. In issuing a compliance document under the provisions of Chapter 1311, the Village does not thereby insure, warrant or guarantee the quality of repair or standard of work completed in the correction of violations listed on a Certificate of Inspection. Such document should be construed only as a statement by the Village that some or all of the violations listed on the Certificate of Inspection have been corrected to the Villages' satisfaction.

Owner's Name: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Address of Property: \_\_\_\_\_ City/State: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please Check:  Owner Occupied  Rental  Vacant

**Owner(s) may designate a Realtor/Agent/Representative to act on the owner's behalf:**

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

Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*I hereby apply for an inspection certificate and I acknowledge that the information above is complete and accurate; that any compliance work will be completed per the codes and ordinances of the Village of Woodmere, Ohio; that any transfer of title will be done in accordance with the ordinances of the Village of Woodmere, Ohio. The undersigned acknowledges that they have read this application and that the owner agrees to comply with the applicable provisions of the Village of Woodmere's code.*

Applicant is:  Owner  Realtor  Agent  Representative

Applicant's E-Mail Address: \_\_\_\_\_

➤ Print Name: \_\_\_\_\_

➤ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fee: \$ 100.00 Payment Method:  Cash  Check  Money Order

If you have any questions regarding this notice, contact, Building Department – 216.831.9511 X 235