



CITY OF EASTON PENNSYLVANIA

Department of Code Enforcement

123 South 3rd St., 2nd Floor
Easton PA 18042

610-250-6724 fax 610-250-6607
codescounter@easton-pa.gov

REQUEST FOR BUYER NOTIFICATION INSPECTION

Property Address:	
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	<u>Seller:</u>	<u>Agent:</u>	<u>Buyer:</u>
Name:			
Address:			
Phone:			
Email:			

Primary point of contact:	<input type="checkbox"/> Seller <input type="checkbox"/> Agent <input type="checkbox"/> Buyer
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Legal Use / Number of dwelling units:	
Number of bedrooms per dwelling unit:	
Square footage of each unit and commercial space (list each space individually):	
Is the property vacant (check one):	<input type="checkbox"/> Yes <input type="checkbox"/> No

The purpose of a Buyer Notification Inspection is to reveal to the potential buyer possible illegal use or unsafe conditions of the property. A Certificate of Compliance shall be issued for properties that are in compliance with the ordinances and regulations, and does not indicate that there are no violations at or on the property. To avoid damage claims and other risks, inspectors do not climb to inspect or walk roofs. Roofs, chimneys, gutters and roof penetrations are observed from the ground, which imposes obvious limitations on this part of the inspection. The inspection may reveal that the subject property is in violation of Codes and Ordinances of the City of Easton as indicated, but not limited to, the violations noted. The City assumes no liability for the accuracy of this report and does not intend for it to replace or supplement a professional third-party inspection of the premises.

I hereby certify that I am the authorized agent or owner for the property listed on this application. The applicant certifies that all information on this application is correct and that I have received, read and understand the above notice and shall provide the information to the seller, buyer and agent.

Signature	Date
Role (if other, provide name and contact information):	<input type="checkbox"/> Seller <input type="checkbox"/> Agent <input type="checkbox"/> Buyer <input type="checkbox"/> Other

Official Use Only
Inspection Date: _____ Time: _____ Cert No: _____

All sellers of real estate within the City of Easton, or their authorized agents, must request a Buyer Notification Inspection **within five (5) business days** of the date of listing or offer to sell the real estate.

This inspection will be completed by a Code Inspector. The inspection covers life and safety violations of the City's building and fire codes, as well as information on the land use and zoning of the property.

The Department of Code Enforcement will schedule and complete an inspection **within fifteen (15) business days** of receiving a request. An inspection report will be issued to the owner **within five (5) business days** of the inspection.

Inspection fees will be as established in Chapter 285, *Fees*, of Easton City Ordinances. Payment is due at the time the inspection is requested.

- Single-Family Residential: \$150 flat fee.
- Multi-Family Residential: \$300 for common areas and the first two (2) units; \$50 for each additional unit

Once the inspection is complete and a report is issued, the seller and buyer of the real estate will be asked to sign an **inspection receipt form**. This form will identify either the seller or buyer as the party responsible to **repair any violations** noted in the report and obtain a **Certificate of Compliance**. **No additional charge** will be required for the Certificate of Compliance.

Violations shall be repaired and a Certificate of Compliance obtained within **180 days** of closing for owner-occupied properties and **30 days** for rental, mixed-use, and other non-residential properties. This time frame may be extended upon request at the discretion of the Department of Code Enforcement.

The Code Inspector **must be accompanied** by the property owner or their designated agent during the inspection.

The Code Inspector must be able to **access all spaces** within the building and on the property, including living areas, bedrooms, bathrooms, kitchens, basements, attics, garages, and mechanical or utility rooms.

To **reschedule** an inspection, please call (610) 250-6724 **at least 24 hours** prior to the inspection time. To **cancel** an inspection and receive a refund for the inspection fee, please call (610) 250-6724 **prior to 9:00 a.m.** the day of the inspection.

No refunds will be issued for late cancelations, inspections missed by the owner or their agent, or circumstances in which the Code Inspector cannot access all necessary areas.

Please contact the Department of Code Enforcement at (610) 250-6724 with any questions.

Official Use Only

Inspection Date: _____ Time: _____ Cert No: _____