



City of Lorain
Building, Planning, Zoning Department
 200 West Erie Avenue – 5th Floor
 Lorain, Ohio 44052

DATE PAID _____
AMOUNT _____
<input type="checkbox"/> CASH <input type="checkbox"/> CHECK# _____
PERMIT# _____
INSPECTION DATE _____
INSPECTOR _____
<input type="checkbox"/> LMI <input type="checkbox"/> NON-LMI <input type="checkbox"/> ESCROW

POINT OF SALE APPLICATION

Per Ordinance No. 173-13: An Ordinance establishing new Chapter 1539 “Certificate of Inspection” of the Codified Ordinances of the City of Lorain.

*We only accept **cash, check or money order, VISA, MC, Discover** as form of payment. Please make check payable to: City of Lorain – NO REFUNDS*

Property Address: _____ **Property Vacant? Y/N Lockbox#** _____

Type of Dwelling: One-Family Dwelling \$100.00 Two-Family Dwelling/Duplex \$200.00

Has this house transferred? Yes No (If yes, please provide closing documents)

Is there an alarm system at the property? If so, provide a code or plan to be present for the inspection.

Current Owner’s Information:

Name: _____

Address: _____

Business Telephone: _____ Home Telephone: _____ Cell Phone: _____

E-mail Address (**print**): _____

The Certificate of Inspection should be (check one): Mailed to address above Picked Up Emailed

Owner’s Agent Information: (If filling for seller)

Agent Name: _____ Telephone: _____

Realty Company Name: _____ Fax Number: _____

E-mail Address (**print**): _____

Name of Buyer (if known): _____ Date of Closing: _____

I acknowledge that the information provided above is correct and that I am the owner or owner’s agent of the property described above. I expressly grant access to the property listed above to the City of Lorain Building inspector for the purpose of making an interior property inspection. **Effective January 17, 2017 – there shall be a re-inspection fee for inspections that are missed or have incorrect lockbox codes. Please see attached for info.**

The City of Lorain recommends that ALL utilities are ON at the time of inspection.

BUYER BEWARE – if utilities are not turned on, it is the buyer’s responsibility to make sure all utilities are in working order.

Signature of Owner or Authorized Agent

Date



Chase Ritenauer
Mayor

CITY OF LORAIN

Department of Building, Housing & Planning

Kellie Glenn
Director

Richard Klinar
Chief Building Official

Effective January 17, 2017 there shall be a fifty dollar (\$50.00) re-inspection fee for One-Family Dwellings and a one hundred dollar (\$100.00) re-inspection fee for Two-Family/Duplex dwellings charged for any Point of Sale inspection which meets one of the following conditions:

- Incorrect lockbox code is provided by buyer(s), seller(s), agent(s) and/or applicant(s) for the home(s) subject to a Point of Sale inspection;
- Incorrect key(s) are /is provided by buyer(s), seller(s), agent(s) and/or applicant(s) for the home(s) subject to a Point of Sale inspection;
- Incorrect garage door access code is provided by buyer(s), seller(s), agent(s) and/or applicant(s) for the home(s) subject to a Point of Sale inspection; and/or
- “No Show” by the buyer(s), seller(s), agent(s) and/or applicant(s) at the scheduled time of inspection. The city shall provide a 15 minute grace period prior to leaving the inspection site and implementing a re-inspect fee (EXAMPLE: Appointment is scheduled for 10 a.m. and the applicant(s) is required to let the inspector(s) in, but shows up at 10:20 a.m.)

To avoid a re-inspect fee, cancellation of a Point of Sale inspection must be requested by no later than 4:30 p.m. on the day ***prior to the originally scheduled inspection*** by calling (440) 204-2048 and leaving your name, inspection address and contact phone number and/or email address on the voicemail or with the attendant.

Please note that a re-inspection date and time will not be rescheduled prior to the re-inspection fee being paid in full. The fee shall be charged for each occurrence as noted above.

It is strongly recommended that applicants take the necessary steps to ensure there is timely access to the home which is subject to the Point of Sale.

Respectfully

Department of Building, Housing and Planning