

# Requirements for Selling Your Home

Selling your home? Before closing you will need:

- Certificate of Compliance for Fire Prevention
- Final Water Reading
- Property Taxes Must Be Paid In Full

## CERTIFICATE OF COMPLIANCE FOR FIRE PREVENTION REQUIREMENTS

The Certificate of Compliance for Fire Prevention will be issued upon satisfactory proof of the following:

- Proof of working **smoke detector** on each level of the home including the basement
  - Proof of working **carbon monoxide detector** on each level of the home where there are bedrooms
  - One portable **fire extinguisher**
  - **Visible house number** with highly reflective lettering
- AND
- **All open building permits** shall be closed out by the date of closing.

## Smoke Detector Requirements

A minimum of one smoke detector is required on each level of the home including the basement. One smoke detector must be outside of the bedrooms. If the home has bedrooms on more than one level, one smoke detector is required outside of each area, or each level of the home.

**All installed smoke detectors must work and be free of dirt, dust, and/or grease.**

When installing new smoke detectors, follow all manufacturer's instructions.

Smoke detectors have a lifespan, which varies depending on the brand or manufacturer. Check the label for the lifespan of your detector. Ten year lithium battery operated smoke detectors are required, but a battery detector cannot replace a nonfunctioning A/C type detector.

If a fire alarm system is connected to a central station, a fire alarm testing operability report dated within the last 12 months will be required. Someone capable of resetting the alarm must be present at the time of inspection.

## Carbon Monoxide Detector Requirements

At least one carbon detector must be installed on each level of the house where there are bedrooms. The detector may be battery or plug-in type and must be mounted outside of the bedroom within ten feet of the sleeping area, 36" from floor level.



## Fire Extinguisher Requirements

One portable fire extinguisher shall be installed in all one and two family homes upon change of occupancy. The extinguisher shall be no smaller than 2A:10B:C and weigh no more than ten lbs. The extinguisher should be within ten feet of the kitchen and located in the exit or travel path and visible and in a readily accessible location.

## Visible House Numbering

1 2 3 4 5 6 7 8 9 10 11 12

All houses must have the street number on the house which must be VISIBLE from the street with highly reflective lettering.

If the house is located off the street, the number must be placed on the mailbox or other suitable location that can be seen by the Fire Department.

## Scheduling/Cost of Inspection for Certificate of Compliance for Fire Prevention

**Call 973-625-3473 to schedule your inspection appointment.**

Leave a message with your telephone number, name and address. Be sure to speak clearly and repeat your telephone number twice.

If the appointment request is received:	The fee will be:
10 or more business days prior to the closing	\$ 45.00
4 - 10 business days prior to the closing	\$150.00
Less than 4 business days prior to the closing	\$200.00

AND

**Call the Building Department at 973-627-8035** to determine if there are any open permits for your house.

## Final Water Reading

**Call the Water Department at 973-627-2000 to schedule your final water reading.**

The reading should be taken two business days before the closing.

If the appointment request is received:	The fee for each reading will be:
With 72 hours' notice	\$ 45.00
Less than 72 hours' notice	\$ 70.00

## Clean Out of Household Goods

Only three 32-gallon garbage cans plus three bulk items may be placed outside for curbside pickup each week. If you expect to have more garbage than that, please contact a solid waste disposal company to make other arrangements. EXCEPTION: Condominiums/townhouses must make their own arrangements for collection of large items or clean-out of household goods.

## CHECKLIST

- ✓ Smoke detector on each level of the home
- ✓ Carbon monoxide detector on each level where the bedrooms are
- ✓ One portable fire extinguisher
- ✓ Visible house number with reflective lettering
- ✓ No open building permits
- ✓ Final water reading
- ✓ Property taxes paid