

**CITY OF HIALEAH**  
**APPLICATION FOR RE-OCCUPANCY**  
**(Print Clearly)**

**CITY REFERENCE #:** \_\_\_\_\_

Property Address: \_\_\_\_\_ Folio #: \_\_\_\_\_

Seller's Name (s): \_\_\_\_\_

Designated Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone #: \_\_\_\_\_

**PLEASE NOTE**

RECEIVING A CERTIFICATE OF RE-OCCUPANCY DOES NOT CONSTITUTE ANY REPRESENTATION OR WARRANTY AS TO THE CONDITION OR ANY ASPECT OF SUCH CONDITION OF THE DWELLING OR OTHER STRUCTURES ON THE PREMISES FOR WHICH THE CERTIFICATE IS ISSUED.

THE INSPECTION MADE IN CONNECTION WITH A CERTIFICATE OF RE-OCCUPANCY IS NOT A STRUCTURAL, ELECTRICAL, PLUMBING OR MECHANICAL INSPECTION AND DOES NOT REPRESENT THAT THE PREMISIS CONFORM TO THE PROVISIONS OF THE CODE, INCLUDING THE BUILDING AND TECHNICAL CODES ADOPTED BY THE CITY.

INTERESTED PERSONS ARE ADVISED AND ENCOURAGED TO OBTAIN AN INSPECTION OF THE PREMISES IN ORDER TO DETERMINE THE CONDITIONS THEREOF.

**ATTENTION**

CITY CODE ALLOWS UP TO 30 DAYS FROM THE DATES OF THIS APPLICATION TO COMPLETE THE INSPECTION.  
PLEASE FILE YOUR APPLICATION ACCORDINGLY.

**IMPORTANT INFORMATION**

ANY PERSON WHO REQUESTS INSPECTIONS IS ADVISED TO BE AT THE PROPERTY BETWEEN 9:00AM-12:00PM. IF NO-ONE IS AVAILABLE INSPECTORS ARE NOT REQUIRED TO CALL OR ENTER THE PROPERTY.

FOR GENERAL QUESTIONS OR TO SUBMIT FOR THE RE-OCCUPANCY PROCESS, PLEASE EMAIL THE EXECUTED APPLICATION TO REOCCUPANCY@HIALEAHFL.GOV.

\*\*\*THE DEPARTMENT WILL ONLY RELEASE INFORMATION VIA EMAIL TO THE AUTHORIZED AGENT ON FILE.

**PLEASE CHOOSE FROM THE FOLLOWING OPTIONS:**

RE-OCCUPANCY ACCOUNT 001.0203.354170	DESCRIPTION	FEES (\$)
	<input type="checkbox"/> Inspection (within 30 days)	\$ 100.00
	<input type="checkbox"/> Inspection Expedite (within 10 days)	\$ 300.00
	<b>TOTAL BALANCE</b>	

**PROCESSED BY:** \_\_\_\_\_