

BOROUGH OF UNION BEACH

CODE ENFORCEMENT
(732)264-1208



FAX # (732)264-1267

MUNICIPAL BUILDING, 650 POOLE AVENUE
UNION BEACH, NEW JERSEY 07735

“CHANGE OF TITLE ONLY” LETTER REQUIREMENTS

THIS LETTER MUST STATE:

- 1. YOU KNOW YOU ARE BUYING THE BUILDING IN DISREPAIR.**
- 2. THAT NO ONE WILL LIVE IN THE BUILDING.**
- 3. THAT ALL REPAIRS WILL BE MADE.**
- 4. THAT A NEW CERTIFICATE OF OCCUPANCY WILL BE FILED FOR (MUST PAY FEES AGAIN).**
- 5. UNTIL THE BUILDING PASSES INSPECTION NO ONE WILL LIVE IN IT.**
- 6. BUYER MUST SIGN AND DATE THE LETTER.**