



Village of Walton Hills  
7595 Walton Road • Walton Hills, Ohio 44146

**APPLICATION FOR CERTIFICATE OF INSPECTION AND RENTAL LICENSE**

Rental     Lease     Land Contract     Sale     Other: \_\_\_\_\_

Property Address: \_\_\_\_\_

**Owner Information:**

Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Owner's Agent-In-Charge Information:**

Agent Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Tenant Information:**

Tenant Name: \_\_\_\_\_ Tenant Phone No: \_\_\_\_\_

Tenant Email: \_\_\_\_\_ Proposed Date of Occupancy: \_\_\_\_\_

**AUTHORIZATION: The undersigned states that he/she is the owner of the property or authorized agent for the owner of the project address.**

1. No person acting in the capacity of an escrow agent, title agent, real estate agent, realtor, loan officer or other agent, on either a full or part-time basis, in any real estate transaction involving the sale of a rental dwelling situated in the Village shall disburse any funds unless all parties to the transaction have complied with all provisions of Chapter 1452 WHCO.
2. The applicant or his/her agent authorizes the code enforcement official to enter the premises at reasonable times to perform the duties required for the enforcement of the provisions of Chapter 1452 WHCO.

**Applicant Name (print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_