

CITY OF WILLOWICK  
COMMERCIAL POINT OF SALE INSPECTION

(Please Print)

OWNERS NAME \_\_\_\_\_ PHONE: \_\_\_\_\_

(Local phone required)

PROPERTY ADDRESS \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

OWNER'S SOCIAL SECURITY # \_\_\_\_\_ OR

BUSINESS EIN # \_\_\_\_\_

MAILING ADDRESS (if different from property):  
(Local address required)

\_\_\_\_\_  
\_\_\_\_\_

PLEASE READ CAREFULLY

The owner of any building structure shall obtain from the Building Department a Point of Sale Certificate prior to the transfer of title. The inspection report shall contain the condition of the sidewalks, apron and lateral sewers. Testing shall be done on sewer piping from the building to the sanitary main and storm main to ensure good condition and free from infiltration.

Test tees must be located to perform a Dye Test. You may use a registered contractor of your choosing. Bring the test tees to grade, install cast iron covers, backfill with sand within 4" of finished grade then topsoil and seed (or pave if in parking (lot) upon completion of the test. The Willowick Service Department will then be notified to perform the Dye Test. To do the testing, the Service Department requires a payment of \$350.00 for this work (payment is due the day of the actual test). The dye test may be performed by a contractor of owner's choice but must have approval from the City Engineer.

If a problem exists from the building to the sanitary and storm mains, it is the owner's responsibility to have repairs made. If repairs are required on the sidewalks or apron, all repairs must be made before a Point of Sale Certificate can be issued. **NOTE: If money is held in escrow, the escrow company must be local.**

The Point of Sale Certificate shall be issued upon receipt of an \$80.00 fee (either a check made out to the City of Willowick or cash in the correct amount) and the approval of any repairs by the Building Department.

\_\_\_\_\_  
(Signature of Owner and/or Agent) REQUIRED

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature of Owner and/or Agent) REQUIRED

\_\_\_\_\_  
Date