

New Owner/Tenant Statement
Re: Commercial Finishes
City of Lawrence Department of Public Works

I, _____, being the duly authorized owner/agent (“Agent”) acting on behalf of the property located at _____ (“Real Estate”) and Tenant (more fully described in Attachment “A”), if applicable, agrees the foregoing information is true and accurate to the best of my knowledge, information, and belief:

1. Agent is the owner, or authorized representative, of the Real Estate.
2. Real Estate will not undergo any modification that would necessitate the issuance of a Construction Design Release by the State of Indiana as provided for in 675 IAC 12-6 et seq.
3. Real Estate will not undergo any structural modifications or repairs up to and including the installation/removal of walls, installation/removal of doors, or other type of construction activity that would require building permits duly issued by the City of Lawrence, IN, as provided for in Lawrence Municipal Code 2-1-1 et seq.
4. Real Estate will not undergo any modifications to the plumbing lines up to and including the domestic water lines, fire lines, and/or sanitary sewer laterals.
5. Agent has received confirmation from previous owner/s of Real Estate, or his/her representative, that all water and sanitary sewer balances have been paid in full and outstanding charges satisfied with Lawrence Utilities (“Utilities”).
6. Agent understands that within 30 days of opening a billing account for the Real Estate with Utilities, the Utilities and/ or Department of Public Works (DPW) and/or Lawrence Fire Marshal, or their representatives will perform an account review and based upon its findings, will perform a site inspection verifying compliance with current codes.
7. Agent understands that in the event Utilities and/or DPW/Fire discovers any defects on the Real Estate during the course of their inspection, all repairs to come into compliance with applicable standards shall be at the sole expense of the property owner/tenant and corrected within a reasonable timeframe as stipulated by the inspection report.
8. Agent understands that any future construction or modification to the Real Estate including, but not limited to, work on structural systems, mechanical systems, electrical systems, plumbing systems, fire suppression systems, sanitary sewer lines and/or other appurtenances at the Real Estate shall require the issuance of proper permits from the City of Lawrence, IN.

Failure to follow any of the aforementioned stipulations may result in further enforcement action up to, and including, the imposition of additional fees and/or fines issued by the City of Lawrence, IN, by and through its DPW or disconnection of water service by Utilities.

Authorized Agent

Relationship to Real Estate

Phone Number

E-Mail

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_____ Date

ATTACHMENT A

Tenant Legal Name: _____

Tenant DBA Name: _____
(if applicable)

Business Type: **Restaurant** _____ **Office Space** _____ **Industrial** _____
 Automotive Repair _____ **Other** _____

Tenant Principal Address: _____

Tenant Phone: _____

Tenant Email: _____

Property Owner Legal Name: _____

Property Owner Address: _____

Property Owner Phone: _____

Property Owner Email: _____

Property Owner Agent: _____

Property Owner Agent Address: _____

Property Owner Agent Phone: _____

Property Owner Agent Email: _____

A management agreement must be provided if agent is submitting document on behalf of owner
A lease agreement must be provided