



DEVELOPMENT DEPARTMENT
PO Box 280
Clayton, OH 45315
P:(937) 836-3500 F:(937) 836-6773

Transfer of Responsibility

In accordance with Clayton Codified Ordinance Section 1337, I/we (please print) _____, the buyer(s) of the aforementioned property, agree to assume responsibility for making repairs or otherwise complying with the Property Maintenance Code in which such violations were noted at the above referenced property on (Date) _____ reported through the Pre-Sale Certificate of Occupancy Inspection Program. These repairs shall be made within the next six (6) months unless an extension is granted by the city manager for an additional three (3) months.

Special Notes or Comments: _____

Signature of Buyer

Signature of Buyer

Print Name

Print Name

Buyer(s) Address: _____

Buyer(s) Phone Number: _____

State of Ohio
County of Montgomery; SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20____

By _____.

Notary Public Signature

Print Name