



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 property identified as \_\_\_\_\_, 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 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*