



## Town of Hardwick

Commonwealth of Massachusetts  
Building Commissioner – William Cantell  
[Bldinspector@Townofhardwick.Com](mailto:Bldinspector@Townofhardwick.Com)  
413-477-6702 ext 109

### APPLICATION FOR CERTIFICATE OF ANNUAL INSPECTION

Please be sure to answer all questions contained in this application. Your check must accompany the completed application.

Date: \_\_\_\_\_ ( ) FEE REQUIRED (Amount) \$ \_\_\_\_\_ ( ) NO FEE REQUIRED

WHEN THE OFFICE RECEIVES YOUR APPLICATION AND FEE, WE WILL CALL TO SCHEDULE AN INSPECTION.

In accordance with the provisions of the Massachusetts State Building Code, Section 110, I hereby apply for a Certificate of Inspection for the below named premises located at the following address:

NAME OF PREMISES: \_\_\_\_\_

NUMBER & STREET: \_\_\_\_\_ ZIP: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\* REQUIRED EMAIL ADDRESS: \_\_\_\_\_

PURPOSE FOR WHICH PREMISES IS USED: \_\_\_\_\_

CERTIFICATE TO BE ISSUED TO:

\_\_\_\_\_

SIGNATURE OF PERSON TO WHOM CERTIFICATE IS ISSUED OR AUTHORIZED AGENT.

\_\_\_\_\_

Signature/Title (Must be person, Responsible Party)

TELEPHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### INSTRUCTIONS:

1. MAKE CHECK PAYABLE TO: TOWN OF HARDWICK
2. RETURN THIS APPLICATION WITH YOUR CHECK TO:  
Town of Hardwick, Building Dept., 307 Main St., P.O.Box 575, Gilbertville, MA 01031

Required Submittals (check, if document is attached)

- \_\_\_\_\_ Latest fire extinguisher inspection report.
- \_\_\_\_\_ Latest fire sprinkler test report.
- \_\_\_\_\_ Latest fire alarm and smoke/heat detector test report.
- \_\_\_\_\_ Latest kitchen hood suppression system test report.
- \_\_\_\_\_ Latest generator test report.
- \_\_\_\_\_ Latest fire escape, exterior stairway, bridge and/or balcony inspection report.
- \_\_\_\_\_ Latest bleacher inspection report.

Additional items that should be addressed prior to Annual CMR 780 Table 110 Inspection.

- \_\_\_\_\_ All exit signs and emergency lights shall be tested to verify they are in good working order. Any malfunctioning devices must be repaired immediately.
- \_\_\_\_\_ Oil fired appliances are to be inspected, cleaned and tagged annually.
- \_\_\_\_\_ Current inspection of elevators. Note: All testing must be completed in accordance with applicable State Building Code and NFPA standards