

**Franklin County Cooperative Inspection Program
12 Olive St, Ste 2, Greenfield MA 01301
Phone 413-774-3167(opt 2); Fax 413-774-3169**

**Owner Affidavit
Multi-family**

Instructions: In order to receive a certificate of inspection for your multi-family, this office must have, on file, a layout of the building showing:

1. *Egress doors and path of travel from each unit*
2. *In sleeping areas, the location of at least one window with a minimum net clear opening height of 24" and a minimum net clear opening width of 20" Indicate the height of the window sill from the floor.*
3. *The location of all smoke detectors*

*If there is not a layout on file, we must receive one **prior** to the inspection. **You must fill out the affidavit below, prior to inspection, and insure that the inspector will have access to all common areas, including basements.** Thank you for your cooperation.*

Property Address: _____

Town: _____

Owner Name: _____ **Phone:** _____

Smoke Detectors (check one)

- I have tested the operation of smoke detectors on _____ (date) and have found them all in working order.

Signature _____ Date _____

- My agent has tested the operation of smoke detectors on _____ (date)
Attach report

Obstruction of exits

- I have checked the exit doors from each apartment and have found them in good operating order and free of obstruction.

Signature _____ Date _____

Emergency Escape window

- I have checked each bedroom and found that there was at least one window that was operational and, in the open position, had a clear height of, at least, 24" and a clear width of, at least, 20" and had a clear area of, at least, 5.7 sq. ft. The bottom of the window opening is no higher than 44" from the finished floor.
- This requirement does not apply to rooms _____, _____, _____, because these bedrooms have an exit door from the bedroom directly to the outside of the building.

Signature _____ Date _____

Note: This affidavit will be retained in file. The validity of the Certificate of Inspection is contingent upon the truthfulness and accuracy of this affidavit.