

Village of Quogue  
P O Box 926  
7 Village Lane, Quogue, New York 11959-0926  
631-653-4498 \* 631-653-4776 Fax

**BUILDING DEPARTMENT RECORDS SEARCH**

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

PROPERTY ADDRESS: \_\_\_\_\_

TAX MAP #: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_

OWNER'S CONTACT #S: \_\_\_\_\_

Copies of records requested: (Please Check)

- \_\_\_\_\_ Survey
- \_\_\_\_\_ Certificates of Occupancy
- \_\_\_\_\_ Certificates of Compliance and/or Completion
- \_\_\_\_\_ Building Permit Applications
- \_\_\_\_\_ Outstanding Violations

Reason for Search:

- \_\_\_\_\_ Financing
- \_\_\_\_\_ Sale of Property
- \_\_\_\_\_ Other, please specify: \_\_\_\_\_

Fee for Village personnel to perform a record search is \$150.00 plus 25 cents per page copy fee.

Fee for Village personnel to provide record file and applicant perform search is 25 cents per copy.

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Total Copies: \_\_\_\_\_ Total Due: \_\_\_\_\_