

NASSAU COUNTY DEPARTMENT OF HEALTH

Office of Community Sanitation 200 County Seat Drive Mineola, New York 11501 516-227-9715

RODENT FREE CERTIFICATION BEFORE DEMOLITION APPLICATION INSTRUCTIONS

- 1. Obtain the Nassau County Department of Health *Rodent Free Certification Application* using one of the following methods:
 - Call the office and request the application be mailed or faxed.
 - Pick up the application at the office.
 - Download the application from the Nassau County Department of Health website.

2. Front of application:

- Print location of the Demolition, include Street address, Village, Cross Street, Section, Block and Lot Information.
- Indicate Demolition Type: Check the box for Complete or Partial
- Indicate Property Usage: Check the box for Residential, Industrial, Commercial or Mixed Use
- Provide Disconnect Information: Check Yes or No box for Water, Electric, Gas, Sewer Utilities and Fuel oil Tank Disconnect.
- Provide Fuel Oil Tank Information for this Property:
 - Check Yes or No box to indicate Underground tank(s), Aboveground Tank(s) on site.
 - Provide Tank Information: # of Tanks on site, Tank size(s).
 - Check Yes or No box if tank was removed and provide the Tank Removal Date.
- Provide Information on Ground Disturbance on Site Prior to the Rodent Free Inspection:
 - Check Yes or No box to indicate work done on site prior to this application.
 - List the work done to date on site.
 - Provide Access and Safety Information:
 - Check Yes or No box to indicate if there are Construction gates on site or any other barriers that prevent entry to the site.
 - Provide the combination lock access code or indicate location of the key for the lock.
 - Check Yes or No box to indicate if the property, building safe to walk around.
 - List any physical hazards on site.

3. Page 2 of the application:

- Provide a hand drawn sketch of the property. Indicate the buildings to be demolished in relationship to that street.
- Provide the Contact Information for the Property Owner, Demolition Company and the person requesting the Rodent free Certification and the title of the person making the request.
- Check the box for Office pick-up, Leave on site or Other to indicate the method you wish to obtain the Completed Rodent Free Certificate.
- Read the last Sections "Applicant Acknowledges the Following" and "Penalties"
- Print, sign and date the bottom of the application.

APPLICATION SUBMISSION

- 1. Submit the Application to the Health Department by mail or in person with the application fee of \$250.00 (two hundred fifty dollars).
- 2. Payment must be in the form of a Certified Bank Check or Money Order made payable to :

"Nassau County Department of Health"

- 3. Note the following:
 - Cash, personal checks, or business checks will **not** be accepted.
 - Inspection of the site will **not** be made without payment of the application fee.