**Port Allegany Borough**

**Application for Certificate of Compliance**

In accordance to Borough Ordinance 378, a Certificate of Compliance must be completed on all property transfers within the Borough. The Certificate will include any Code Violations, Zoning information, Leins, and Final Water/Sewer bills.

Please complete the following information and return to the Borough office along with a check for

**$50 made payable to Port Allegany Borough**.

**General Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| Date of Request: |  | **Closing Date:\*** |  |
| Closing Agent/Attorney: |  |  |  |
| Property Address: |  | Tax ID #: |  |

***If closing date changes, the Borough MUST be notified as the final water/sewer bill will change.***

If any or all of the property is currently used for commercial/business, please provide the following information:

|  |  |
| --- | --- |
| **Business Name:** |  |
| **Brief Description:** |  |

**Seller Information:**

|  |  |
| --- | --- |
| Name(s): |  |
| Mailing Address: |  |
| Phone: |  | Email: |  |

**Buyer Information:**

|  |  |
| --- | --- |
| Name(s): |  |
| Mailing Address: |  |
| Phone: |  | Email: |  |

|  |  |
| --- | --- |
| **Proposed Property Use:** |  |

(I.E. residential, commercial, industrial, agricultural, etc.)

If any or all of the property is proposed to be used for commercial/business use, please provide the following information:

|  |  |
| --- | --- |
| **Business Name:** |  |
| **Brief Description:** |  |

**Signature of Owner/Agent:** **Date:**

*Return to:*

**Port Allegany Borough**

**45 W. Maple Street**

**Port Allegany, PA 16743**

or

**manager@portalleganypa.org**