

Glassport Borough
12 Monongahela Avenue
Glassport, PA 15045
412-672-7400

Rental & Real Estate Transfer Application

_____ Commercial _____ Number of Units _____ Residential (Single Family/Duplex)
(An application must be submitted for each unit)

Date of Application: _____

Address of Property to be Inspected & Current Owner or Occupant Contact Information:

Current Occupant or Owner Name: _____

Address: _____

Apartment or Unit: _____

Glassport, PA 15045

Contact Phone #: _____ Email: _____

Lot Block #: _____

New Occupant or New Owner (Name for Certificate of Occupancy)

Name: _____

Contact Name if not an individual: _____

Address: _____

City / State / Zip Code: _____

Contact Phone #: _____ Email: _____

Transfer Information: Rental Sale of Property

Important Notice:

If this property is used as a rental, the Borough requires a Property Manager to be located within 15 miles of the property. Please provide the name and contact information of the Property Manager to the Borough immediately after the closing of the property.

Building Information:

Vacant / Occupied

Vacant Date: _____

Is the Building used for any other purpose? _____

Is this an As Is Transfer? _____

*(If this is an **As Is Transfer**, a notarized affidavit signed by the buyer must accompany this application. This acknowledges responsibility to bring the property up to code within 60 days of the Closing.)*

Are the utilities connected? Electric _____ Gas _____ Water _____ Sewer _____

Smoke / Carbon Monoxide Detectors _____

Fire Extinguishers – tested and tagged (if applicable) _____

Emergency Lights (if applicable) _____

Main Electric Panel inspected? _____

Any known or open violations? _____

Please Read Before Signing:

Please note, the Building Code Official, Code Enforcement Officer, as well as any inspector or plans examiner, are not authorized to offer advice or assist in qualifying repair details in relation to this application.

All local Zoning Ordinances and other local ordinances apply to this application as deemed by the jurisdiction.

To obtain a Certificate of Occupancy, all delinquent balances for taxes, sewage and trash must be paid at the closing for the sale of the property or **prior** to a new tenant moving into the property.

THIS APPLICATION IS A LEGAL DOCUMENT: Any changes or additional information recorded in this application must be made by the applicant, agent or responsible party that signed the application. All requested areas of information within this application shall be completed and legible before acceptance of the application by the Borough.

Payment must accompany this application. Check or money order made payable to Glassport Borough in the amount of \$150.00 per unit.

Applicant's Signature
(Current Property Owner)

Date

REAL ESTATE TRANSFER INSPECTION AFFIDAVIT

Pursuant to the local ordinances established by the municipal jurisdiction named herein, this Affidavit is executed by the undersigned parties as a material condition of a "Where Is / As Is" real estate transaction. The parties acknowledge that the current physical status, condition, and inspection profile of the subject property do not meet or exceed the minimum code requirements necessary for lawful occupancy or use under the Commonwealth of Pennsylvania Uniform Construction Code (PA UCC).

The municipality recognizes that the individual or entity acquiring title to this residential or commercial structure explicitly agrees to assume all legal liability and covenants to bring the property into full compliance with all applicable local codes, standards, and adopted ordinances, including but not limited to: the International Property Maintenance Code (IPMC), the International Building Code (IBC), the National Electrical Code (NEC), and the PA UCC.

The acquiring representative understands and agrees that neither Be Safe Inspections LLC, as the third-party agency, nor the local governing municipal jurisdiction, makes any representations, assumptions, corrections, or modifications to the lawful status of "Occupancy" until such time as all required violations have been abated and verified to meet minimum compliance standards.

Jurisdiction of Property:		Lot & Block / Parcel ID #:	
Property Address:			
** This executed Affidavit must be attached to the formal Property Transfer Application or Conditional Use Permit request. **			

Signature of BUYER / ACQUIRING PARTY		Date	
Printed Name:			

PLACE PENNSYLVANIA NOTARY PUBLIC SEAL HERE	
	Notary Public Signature
	My Commission Expires