

# Lower Alsace Township

1200 Carsonia Avenue  
Reading PA 19606  
Phone (610) 779-6400  
Fax (610) 370-0797



Code Enforcement Department

Certificate No. \_\_\_\_\_

## Application For USE & OCCUPANCY Certificate

effective 7/13/2018

### **PART A: To Be Completed By Owner/Applicant**

Name of Property Owner:		Address:	
Phone No:			
Name of Property Owner' Realtor:		Realtor Email address:	
Phone No:		Fax:	
Name of Prospective Buyer:		Address:	
Phone No:			
Name of Prospective Buyer' Realtor:		Realtor E-mail	
Phone No:		Fax:	
<b>Contact Person:</b>		<b>Property Location:</b>	
<b>Settlement Date:</b>			
Date requested for inspection:	Rental:    Y    N	Rental License Number:	
<b>Title Company:</b>		<b>Title Co: E-mail address</b>	
Phone No:		Fax:	

### **STATEMENT BY APPLICANT:**

I hereby certify that I am the PROPERTY OWNER/AGENT of PROPERTY OWNER and that I am authorized to make this application. Further, I/we agree to adhere to all applicable Lower Alsace Township and Regulations.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Payment for these inspections must be submitted **in advance** of the scheduled inspection date, **please** make sure your realtor or title settlement agent is aware of this requirement and the below fees in advance of your scheduled settlement date.

30 days or more before scheduled settlement:

Single family dwelling - \$82.50      Multiple Family Dwelling \$55.00 per unit      Commercial Structure - \$ 110.00      Re-inspection \$55.00

5 to 29 days before scheduled settlement:

Single family dwelling - \$165.00      Multiple Family Dwelling \$110.00 per unit      Commercial Structure - \$ 220.00      Re-inspection \$55.00

Less than 5 days before scheduled settlement:

Single family dwelling - \$247.00      Multiple Family Dwelling \$165.00 per unit      Commercial Structure - \$ 330.00      Re-inspection \$55.00

Check No. \_\_\_\_\_

Date Paid: \_\_\_\_\_

