



**BOROUGH OF MT. OLIVER**

*(INCORPORATED NOVEMBER 9, 1892)*

150 Brownsville Road Pittsburgh, PA 15210

Ph: 412-431-8107 Fax: 412-431-0184

www.MtOliver.com

**REQUEST FOR LIEN LETTER**

Any property in Mt. Oliver that is being sold or refinanced requires a Request for Lien Letter. The Lien Letter itself is \$50.00. If the property is being sold, you may also be required to do a Dye Test and an Occupancy Inspection. When you submit a Request for Lien Letter, the Borough Secretary will review and denote which components are required. When payment is received the Borough Secretary will contact you to set up the necessary inspections.

Request Type:  Sale  Refinance  Other \_\_\_\_\_

Date Requested: \_\_\_\_\_

Closing Date: \_\_\_\_\_

Requested by: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Lot & Block: \_\_\_\_\_

# of Units: \_\_\_\_\_

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

Seller: \_\_\_\_\_ Seller Phone: \_\_\_\_\_

Buyer: \_\_\_\_\_ Buyer Phone: \_\_\_\_\_

**For Official Use Only:**

Please mark all requirements:

\_\_\_ Lien Letter - \$50.00

\_\_\_ Dye Test - \$50.00

\_\_\_ Occupancy Inspection

    1 & 2 Family Dwellings - \$55 per unit

    Apartments - \$45 per unit

    Commercial - \$75 per unit

Fees: \$ \_\_\_\_\_ Received By: \_\_\_\_\_

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