



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 Lien Letter. If the property is being sold, an Occupancy Inspection is required. A Dye Test is also required if one has not been completed within the past 5 years. This form must be completed in its entirety. Once all requirements have been completed, the lien letter and all supporting documents will be emailed to the requester.

Request Type: Sale Refinance

Date Requested: _____

Closing Date: _____

Requested by: _____

Address: _____

Phone: _____

Email: _____

Property Information

Lot & Block: _____

Residential Units: _____

Commercial Units: _____

Property Address: _____

Agent Information

Listing Agent: _____

Phone: _____

Email: _____

Buyer's Agent: _____

Phone: _____

Email: _____

Buyer Information

Buyer Name: _____

Phone: _____

Email: _____

Will the property be owner-occupied? Yes No

If "No," please include the buyer's mailing address:

Fees:

Lien Letter.....\$60

Occupancy Inspection

Residential.....\$125 per unit

Commercial.....\$250 per unit

Re-inspection..... \$75 per unit (one free re-inspection)

Dye Test.....\$60

**** Make checks payable to "Mt. Oliver Borough" ****

Applicant:

I hereby attest to the truth and accuracy of the information contained in this application.

Signature:_____

Date:_____

Print Name:_____

Amount Enclosed:_____

For Official Use Only:

Approved by:_____

Date:_____

Remarks:_____
