



Borough of Heidelberg

1631 East Railroad Street, Heidelberg, PA 15106

Phone: 412-276-0363

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www.heidelbergborough.org manager@heidelbergborough.org

Occupancy Permit Application Fee: \$65.00

1. Current owner or the agent for the current owner is responsible for completing the application for the Occupancy Permit
2. Application must be filed (not necessarily issued) with the Borough before the closing can take place.
3. An Occupancy Inspection must be completed before closing and before the structure can be occupied.
4. The Occupancy Permit will be issued in the name of the new owner that will be occupying the structure.

Address of Property to be Inspected:

Name of Current Owner: _____ Phone Number: _____

Address: _____

Current Use: _____ Zoning District _____

Name of Buyer: _____ Phone Number: _____

Address: _____

Proposed Use: _____ Zoning District _____

Name of Contact to Arrange Appointment for Inspection: _____

Phone Number: _____ Email: _____

Signature of Current Owner or Agent Date

Borough Use Only:

Date Received: ___/___/___ - _____
initials

Paid _____ Check No. _____