



One Veterans Way, Carnegie, PA 15106
Hours: Monday - Friday - 8:00 a.m. to 4:00 p.m.
Phone: 412-276-1414 Fax: 412-276-8018

SELLING PROPERTY – REQUIREMENTS

PSD Code: 730401

CERTIFICATE OF OCCUPANCY - Applicable Fee: (See Form) Payable to: Borough of Carnegie

OCCUPANCY AFFIDAVIT - Form must be Notarized

SANITARY SEWER (DYE TEST) - Applicable Fee: \$30.00 Payable to Borough of Carnegie

CERTIFICATE OF ZONING COMPLIANCE - Applicable Fee: \$50.00 Payable to Borough of Carnegie

Mail Certificate of Occupancy, Occupancy Affidavit, Sanitary Sewer Dye Test & Certificate of Zoning Compliance to:
Borough of Carnegie

Attn: Terry Roma, Code Enforcement Officer
One Veterans Way, Carnegie, PA 15106

SEWAGE LIEN LETTER - Applicable Fee: \$25.00

Mail To: Jordan Tax Service, Inc.

102 Rahway Road, McMurray, PA 15317

REFINANCING? - A Dye Test is required for all refinancing.

MUNICIPAL LIEN LETTER - Applicable Fee: \$25.00

Request to be made once Occupancy Permit & Dye Test forms have been submitted with applicable fees.

Mail to: Borough of Carnegie

Attn: Terry Roma, Code Enforcement Officer
One Veterans Way, Carnegie, PA 15106

CURRENT REAL ESTATE TAXES - TAX CERTIFICATE - Applicable Fee: \$30.00

Mail To: Jordan Tax Service, Inc.

102 Rahway Road, McMurray, PA 15317

ADDITIONAL TAX INFORMATION

DELINQUENT PROPERTY TAXES – BOROUGH

LIENED REAL ESTATE TAXES, LIENED SCHOOL DISTRICT TAXES, LIENED SANITARY SEWER CHARGES, WAGE TAX

Jordan Tax Service, Inc., 102 Rahway Road, McMurray, PA 15317, (724) 731-2300 or (412) 835-5243

DELINQUENT PROPERTY TAXES - SCHOOL

Andrews & Price, LLC, 1500 Ardmore Boulevard, Suite 506, (412) 243-9700

COUNTY PROPERTY TAXES

Allegheny County Treasurer's Office

John K. Weinstein, County Treasurer, Room 108 – Courthouse, 436 Grant Street, Pittsburgh, PA 15219

Delinquent Taxes: (412) 350-4100 | Overpaid Taxes: (412) 350-4122 | Refunds: (412) 350-4109

CHANGE OF OWNER NAME or ADDRESS

Allegheny County Department of Real Estate

County Office Building, 542 Forbes Avenue, Room 101, Pittsburgh, PA 15219

Telephone: (412) 350-4226 | Fax: (412) 350-6877