



BROOKHAVEN BOROUGH

Pennsylvania

Delaware County

2 Cambridge Rd, Suite 100, Brookhaven Pa 19015 • 610-874-2557 • permit@brookhavenboro.com

APPLICATION FOR RESIDENTIAL TRANSFER INSPECTION

Date

PROPERTY INFORMATION

Property Address	BROOKHAVEN PA 19015	Parcel # (if Known)
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CURRENT OWNER INFORMATION

Owner (legal Name)	Phone
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Owner Address	Contact (if Business)
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City	State	Zip	Email
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BUYER INFORMATION

THIS MUST BE COMPLETED WITH THE BUYERS INFORMATION FOR THE CERTIFICATE. IF BUYER IS NOT GOING TO OCCUPY THE PROPERTY BUYER ADDRESS MUST BE COMPLETED.

Buyer (legal Name)	Phone
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Buyer Address	Contact (if Business)
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City	State	Zip	Email
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AGENT INFORMATION

Agency	Phone
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Realtor	Cell	Email
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Agent Address	Settlement Date
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City	State	Zip	Additional Email for U&O (if requested)
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Contact for inspection Owner Realtor

APPLICATION MUST BE RECEIVED 2 WEEKS BEFORE INSPECTION IS NEEDED
APPLICATION FEE IS \$100 PAYABLE TO BROOKHAVEN BOROUGH

Application fee includes one inspection and one reinspection if necessary. **Additional inspections will be \$40 if required.**

Per the Municipal Code and Ordinance Act you will either receive a U&O or,

If the property has any violations you will be issued a temporary use and occupancy certificate good for one year from settlement. The property may be occupied while repairs are taking place or,

If the property has any significant violations you will be issued a temporary access certificate good for one year from settlement. The property may not be occupied until the significant violations are repaired at which time the temporary access certificate can be converted to a temporary use and occupancy certificate good for the remainder of the year, or a use and occupancy certificate with no limitations.

You may elect to fix any noted violations and reinspect prior to issuance of any certificate.

Any Work performed to satisfy the requirements of this inspection must have appropriate permits as required by Brookhaven Borough