



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

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: \$25.00

Mail to: Joseph V. Luvara, Tax Collector

One Veterans Way, Carnegie, PA 15106

### **ADDITIONAL TAX INFORMATION**

#### **DELINQUENT PROPERTY TAXES – BOROUGH**

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

Jordan Tax Service, 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