



# OCCUPANCY REGISTRATION APPLICATION

**Township of Aleppo, Allegheny County**

*Established 1876*

100 North Drive, Sewickley, PA 15143

Phone: 412-741-6555 / Fax: 412-741-7062

www.aleppotownship.com

**There is a \$45.00 occupancy registration fee.  
Please make your check payable to Township of Aleppo.**

## TO BE COMPLETED BY BUYER / NEW OCCUPANT

Address of Living Unit: \_\_\_\_\_

Name of New Occupant: \_\_\_\_\_

Name and Occupation of All New Residents: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Name and Address of Owner (if different from above): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### **Conditions of Occupancy:**

1. The completion of this application shall be the responsibility of the buyer / new occupant.
2. The completed application and \$45.00 payment should be submitted to the Township Office within 15 days of the new occupant's arrival.
3. Failure to report correctly, as described above, shall constitute a violation and upon conviction is subject to a fine of \$300 plus cost of prosecution, and in default of same shall undergo imprisonment for 30 days. Every violation shall constitute a separate offense, and each day such violation exists shall constitute a separate violation.

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**TO BE COMPLETED BY THE TOWNSHIP**

Date Completed Application and Payment Received: \_\_\_\_\_ Closing Date (if applicable): \_\_\_\_\_

Date New Resident Packet Mailed to New Occupant: \_\_\_\_\_

Type of Dwelling:      Single family - number of units: \_\_\_\_\_  
                                 Multi-family - number of units: \_\_\_\_\_  
                                 Commercial - number of buildings: \_\_\_\_\_

Additional Notes: \_\_\_\_\_