**BENSALEM TOWNSHIP**

*Building and Planning Department*

2400 Byberry Road Bensalem, PA 19020

215-633-3644 ▪ Fax 215-633-3753

|  |  |
| --- | --- |
| Permit No. |  |
| Date: |  |
| Fee: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CONVEYANCE of OWNERSHIP ONLY APPLICATION** | | | | | |
| To occupy a single or multi-family residential dwelling or condominium either through new ownership or new use.  **CONVEYANCE CERTIFICATES EXPIRE IN 30 DAYS FROM DATE OF ISSUE** | | | | | |
|  | **CURRENT PROPERTY OWNER** | | |  | **BUYER INFORMATION** |
| **NAME** |  | | |  |  |
| **ADDRESS** |  | | |  |  |
|  |  | | |  |  |
| **PHONE NO.** |  | | |  |  |
|  | | | | | |
| **SELLER’S AGENT** | | | |  | **BUYER’S AGENT** |
| **NAME** |  | | |  |  |
| **ADDRESS** |  | | |  |  |
| **PHONE NO.** |  | | |  |  |
|  | | | | | |
| **SETTLEMENT DATE:** | |  | | | |
| **EMAIL ADDRESS FOR CERTIFICATE:** | | |  | | |
|  | | | |  | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SITE INFORMATION** | | | | | | | |
| **LOCATION OF SUBJECT PROPERTY:** | | | |  | | | |
| **TAX PARCEL NUMBER:** | |  | | | | | |
| **UNIT TYPE:** | MULTI-FAMILY UNIT | | | | **IMPORTANT - REQUIRED WITH SUBMISSION**  **Letter from BUYER affirming their purchase “AS IS” and acknowledging “NO OCCUPANCY” until a valid Use & Occupancy permit has been issued.**  Bensalem Township Certificates of Occupancy are still required. The Township will issue said certificate upon receipt of the following:   1. Certificate issued by an approved electrical underwriter indicating that the **electrical service panel** has been inspected and complies with the then current National Electrical Code.   See list of approved electrical underwriters below.   1. Maintenance certificate issued by a duly licensed mechanical contractor indicating that the **heating system** has been inspected and is in good working condition. 2. Certificate issued by a duly licensed chimney sweep indicating that the **chimney/flue/vent** has been inspected and is functioning properly. **NFPA 211 Level II** certification required. | | |
|  | SINGLE-FAMILY DWELLING | | | |
|  | CONDOMINIUM | | | |
|  | MOBILE HOME | | | |
|  | MODULAR HOME | | | |
|  |  | | | |
| **APPROVED ELECTRICAL UNDERWRITERS** | | | | |
| Code Inspections | | | 215-672-9400 | |
| First PA Inspections | | | 215-674-2355 | |
| Middle Atlantic Electrical Insp | | | 215-322-2626 | |
| Middle Department Insp Agency | | | 215-244-1919 | |
| United Inspection Agency | | | 215-542-9977 | |
| Grill 1 Inspections | | | 215-364-5758 | |
|  | | | | |
| Approved by: | | | | | | | |
|  | | | | | | | |
| Signature | | | | | |  | Date |
|  | | | | | |  | 9/2014 |