

**JORDAN TAX SERVICE, INC.
MUNICIPALITY OF BETHEL PARK
MUNICIPAL CLAIM LETTER APPLICATION**

**PLEASE ENCLOSE PROPER PAYMENT WITH REQUEST & ALLOW (7) SEVEN BUSINESS DAYS TO PROCESS REQUEST.
REQUEST FOR MUNICIPAL CLAIM LETTER WILL BE RETURNED IF ALL DATA IS NOT COMPLETED.**

MUNICIPALITY OF BETHEL PARK: Dye Testing Evidence of Compliance is required for any sale on a property, with an existing house/building: i.e. sale, family deed, divorce, marriage, etc.(A Dye Test is NOT required for the sale of vacant land, new construction or **refinancing without a name change.**) Call Community Services Department at (412) 831-6800 ext.130 to order Plumbers form and manhole map. **CERTIFICATION FEE: \$25.00 Payable to: "Municipality of Bethel Park"**

JORDAN TAX SERVICE, INC.: (Total Fee \$_____ - made Payable to: **"Jordan Tax Service, Inc."**

Municipal Claim Letter (Delinquent Sewage): \$10.00 Per Parcel

MAIL TO: Jordan Tax Service, Inc., 102 Rahway Rd, McMurray, PA 15317 (724) 731-2351

Application Date:

REFINANCE ? YES NO MUNICIPAL CLAIM LETTER REQUEST: YES NO

SALE? YES NO

CLOSING DATE: **File #:** **Block & Lot or Other Description:**

OWNER/SELLER:

Home Phone #:

Seller's Address:

Seller's Soc. Sec.#'s:

Work Phone #:

Property Address:

Rental Property: YES NO Commercial Property: YES NO # of Units:

Seller's Forwarding Address:

BUYER'S NAME:

Buyer's Soc. Sec.#'s:

Seller's Agent:

Phone #:

Requested By:

Phone #:

Closing Officer:

Phone #:

Closing Company:

Phone #:

Mailing Address:

Fax #:

Email Address:

**PLEASE ENCLOSE PROPER PAYMENT WITH THIS REQUEST & ALLOW (7) SEVEN BUSINESS DAYS TO
PROCESS THIS REQUEST. YOUR REQUEST FOR MUNICIPAL CLAIM WILL BE RETURNED
&/OR NOT RELEASED IF ALL DATA IS NOT FULLY COMPLETED ON THIS FORM.**

PLEASE INCLUDE SELF-ADDRESSED STAMPED ENVELOPE FOR RETURN REPLY

NO VERBALS OR FAXED INFORMATION WILL BE ISSUED FROM THIS OFFICE ON ANY REQUEST!