

October 11, 2011

RE: Lower Salford Township Authority
Document of Certification (Sewer Certification) Requirements

Effective November 1, 2011, the Lower Salford Township Authority (LSTA) will require that any property owner transferring, selling, or refinancing real estate connected to the public sanitary sewer shall make application to obtain a Document of Certification (sewer certification).

The Document of Certification requires that a property inspection be conducted by the Lower Salford Township Authority before the certification is released. The Document of Certification certifies the status of the following:

- Any outstanding sewer rental invoices
- Any outstanding tapping fees or sewer assessments
- Property inspection to include: illegal connections to the sanitary sewer from roof or cellar drains, springs, sump pumps and French drains. In addition, the vent cap and vent pipe will be inspected to ensure compliance to the current specifications.

Attached is a copy of the Document of Certification application form for your file. The current fee of \$35.00 will cover both the certification and property inspection.

Please be advised that the property owner must schedule the inspection appointment with the LSTA business office at 215-256-8676. Inspections will be scheduled Monday through Friday between the hours of 7:00 am and 3:00 pm. The property owner must be present for the Authority to access the inside of the property.

The Document of Certification will not be issued until the property inspection is completed.

If you should have any questions, please give us a call at 215-256-8676 Monday thru Friday from 7:00 a.m. to 3:30 p.m.

Thanking you in advance for your cooperation,

Connie Weimer
Business Manager - Lower Salford Township Authority

**LOWER SALFORD TOWNSHIP AUTHORITY
APPLICATION FOR REALTY TRANSFER INSPECTION
AND DOCUMENT OF CERTIFICATION**

Lower Salford Township Authority requires that any property owner transferring, selling, or refinancing real estate connected to the public sanitary sewer shall make application to obtain a Document of Certification.

The Document of Certification **requires that a property inspection** be conducted by the Lower Salford Township Authority before the certification is released. Please contact the Authority at 215-256-8676 to schedule an inspection appointment. Inspections are done between the hours of 7:00 a.m. and 3:00 p.m. The property owner must be present at the time of the inspection. The certification fee is \$35.00.

The Document of Certification certifies the status of the following:

- Any outstanding sewer rental invoices
- Any outstanding tapping fees or sewer assessments
- Property inspection to include: illegal connections to sanitary sewer from roof or cellar drains, springs, sump pumps and French drains. In addition, the vent cap and vent pipe will be inspected to insure compliance to the current specifications.

Inspection Date: _____ Settlement Date: _____

Date: _____ Requested by: _____

Email: _____ Fax: _____ Phone#: _____

Is this a refinance? Yes ____ No ____

BUYER: _____ OWNER: _____

PROPERTY ADDRESS:

Parcel #: _____ Will this property be owner occupied? ____ Yes ____ No_***

***** If no is specified above, please provide Property Owner's mailing address and contact information: *****

Phone #: _____ Cell # _____

**For all rental properties the new property owner MUST complete a "Landlord Form" which is available at the LOWER SALFORD TOWNSHIP BUILDING located at 379 Main Street, Harleysville, PA.

and

For all rental properties, the owner(s) MUST notify LSTA where to send all future quarterly sewer rental invoices (owner or tenant). **If the tenant is to receive future invoices, please provide LSTA with tenant(s) name(s) and contact information(below):

Bill to:

Phone: _____ Cell: _____

Please email / fax this Document of Certification request to: Lower Salford Twp. Authority, attn: Lou Ann - Fax: 215-256-6070

email: louann.brown@comcast.net