



Borough of Pitcairn

609 BROADWAY BLVD
PITCAIRN, PA
15140-1298
Phone: 412-372-6500
Fax: 412-373-1464

Lien Letter Request Form

All Information MUST Be Printed.

Dye Tests Are NOT Required.

Regular Lien Letters: (Closing date more than 5 business days): \$40 per
Rush Lien Letters: Meter (Closing date less than 5 business days): \$60 per

How many electric Meters? _____ If you do not know, Call Pitcairn Borough. Payment Due: \$ _____

Please enclose a check payable to Pitcairn Borough and mail to: 609 Broadway Blvd, Pitcairn, PA 15140

*Once the Lien Letter is completed, an email or fax will be sent to the Requesting Agency.
If you require an **original mailed**, a self-addressed stamped envelope **MUST** be enclosed.*

NOTE: DELINQUENT AND CURRENT SEWAGE MUST BE CLEARED THOUGH WILKINSBURG PENN JOINT WATER AUTHORITY

Request for: (Please ✓) Sale/Property Transfer Refinance

CLOSING DATE IS REQUIRED: _____
(Pitcairn Borough **MUST** be contacted if Closing Date Changes)

Property Address: _____

Allegheny County Parcel Number: _____

Rental Property? (Please ✓) Yes No Is Land Vacant? (Please ✓) Yes No

Seller/Current Owner Name: _____

Seller/Current Owner Address: _____

Seller Forwarding Address: _____

***Sale of Property** (The Information below, **MUST** be filled out Completely)

Buyer's Name: _____ Phone# _____

Buyer's Address _____

***If the Buyer is a Bank/LLC/Business:** (The Information below, **MUST** be filled out Completely)

Bank/LLC/Business Name: _____

Contact Person's Name: _____ Phone# _____

Address: _____

***Requesting Agency:** _____ **Contact Person:** _____

Contact Address: _____

Phone: _____ FAX: _____

Email Address: _____

*****Real Estate Tax Lien letter*****

Use this form and submit separately to Sally DiRobbio, Pitcairn Borough Property Tax Collector, 575 Seventh Street, Pitcairn, PA 15140. A \$40 Check payable to Sally DiRobbio and a self-addressed stamped envelope is required to process a tax certification and mail it; a tax certification can also be emailed. Phone 412-372-3009