

NOTICE → Effective 3/15/2011 the PGJTA will collect a certification fee for payoff information requested. In accordance with Section 6.05 of the Pine Grove Joint Treatment Authority's Rules and Regulations and Ordinance 411 of Pine Grove Borough, Ordinance No. 80 of Pine Grove Township, and Ordinance No. 2011-01 of Washington Township; It shall be unlawful for any Property Owner/Responsible Party, connected to the public sewer system, to sell, give, donate, transfer or otherwise change titled ownership of Service Property (Transfer) in the municipality without first having secured a certificate of sewer system status (CSS) from the Pine Grove JTA. Additional information is available at the Municipal Offices, the Admin Office of the JTA or on the internet at www.pinegrovejta.com ***REQUEST MUST BE RECEIVED A MINIMUM 15 DAYS PRIOR TO DATE OF TRANSFER - INCOMPLETE FORMS MAY BE RETURNED**

Today's Date:	Date of Transfer:*
Reason for Certification: Settlement <input type="checkbox"/> Refinance <input type="checkbox"/> Foreclosure <input type="checkbox"/> Other <input type="checkbox"/> _____	

Current Property Owner(s):

Service Address:

Tax Parcel No:	Type of Property ~ (please circle) Residential ~ Commercial ~ Apartments	Number of Units:
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Mailing Address: (if different from above)

City:	State:	ZIP Code:
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Transferee's Name: (new owner)	Phone Number:
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Transferee's mailing address: (if it will be different from Service Address)

City:	State:	ZIP Code:
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Name of Contact Person requesting information:

Title Insurance Company or Closing Agency Name:

Phone:	Fax:	E-mail:
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Comments:

The Pine Grove JTA will provide the total amount due based on the transfer date. *It is the responsibility of the agent to pro-rate current quarter amount, collect total due, and submit PAYMENT of total amount due to: Pine Grove JTA, 115 Mifflin St, Pine Grove PA 17963 The payment MUST be RECEIVED by the PGJTA ON or BEFORE the "VALID to" Date.

Account No. _____	FOR PGJTA USE	PAID
Services from _____ to _____ = \$ _____		
Late Fee ----- = \$ _____		
Services from _____ to _____ = \$ _____		
Water Shut off/Door Posting Fee ----- = \$ _____		
Admin/Tapping Fee(s) ----- = \$ _____		
Collection/Lien Fee(s) ----- = \$ _____		
Certification Fee ----- = \$ 6.00		

TOTAL Amount to Pro-rate*, Collect, & Pay = \$ _____ Valid to _____ IF payment cannot be received by 'valid to' date, an additional amount of \$ _____ must be added to total collected & paid.

Certificate of Sewer Status (CSS) On File? Yes No --- CSS required prior to Transfer date? Yes No

Total of Estimated Escrow per CSS - Required Not Required ----- = \$ _____

Comments:

