



Borough of Phoenixville
 140 Church Street
 Phoenixville, PA 19460
 Phone (610) 933-8801
www.phoenixville.org

Permit #:	_____
Permit Fee:	_____
Residential:	_____
Commercial:	_____
Total:	_____

Use and Occupancy Permit Application

Property Information: (Please Print)

Property Address: _____

Tax Parcel Number: _____ Zoning District: _____

Applicant Information:

Name: _____

Address: _____

Phone: _____ Cell: _____ Email: _____

Buyer Information:

Name: _____

Address: _____

Phone: _____ Cell: _____ Email: _____

Settlement Date: _____

Unit Type

- Residential Single Family
- Residential Multi Family/Apartment # _____
- Commercial Single Use
- Commercial Mixed/Multi Use # _____
- Industrial Single Use
- Industrial Mixed/Multi Use # _____

Use/Occupancy

- Is the Property a Rental now? _____
- Will it be after the sale? _____
- Is the Property Vacant now? _____
- Will it be vacant after the sale? _____
- If the property is to be a rental after the Use & Occupancy Certificate is granted, an additional Rental Application with a tenant list must be completed and paid for.

Upon completion and appropriate payment of this application, please contact the Code Enforcement Office in order to schedule the Use and Occupancy Inspection.

The information provided herein is true and correct to the best of my knowledge. Falsified information will result in the revocation of the Use and Occupancy Certificate and appropriate legal as provided by the Commonwealth of Pennsylvania.

Applicant's Signature: _____ Date: _____