



BOROUGH OF VERONA

736 East Railroad Avenue • Verona, Pennsylvania 15147 • (412) 828-8080 • Fax (412) 794-8691

COMMERCIAL CERTIFICATE OF COMPLIANCE PERMIT APPLICATION

NOTE: ALL Commercial Applications must be accompanied with a separate narrative detailing: • Type of Service or Business, • Number of Employees, • A List of Goods or Materials to be handled or stored on site.

Fee per unit: **\$75.00 Commercial Property**

ADDRESS OF COMMERCIAL PROPERTY:

I. PROPERTY INFORMATION:

Type of unit: (check one)

Commercial property with: () single unit () multi units

II. OWNER

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact phone number _____ E-mail address: _____

III. PROPERTY MANAGER'S INFORMATION: If owner is not a full time resident within the Borough of Verona and lives outside a 15 mile radius of the Borough of Verona (and currently does not have a property manager) they will be required to enlist the services of a property manager who lives within the stated radius. The Property Manager will be responsible for directing and controlling the work/business affairs of the property owner.

Property Manager's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact phone number _____ E-mail address: _____

IV. PRIMARY TENANT or NEW OWNER (IF BEING SOLD) INFORMATION:

Along with this occupancy permit, a valid/legible photocopy of **PA DRIVERS LICENSE** or an **OFFICIAL STATE/FEDERALLY ISSUED PHOTO I.D** **MUST BE SUBMITTED BY THE TENANT.** Complete the information below. CIRCLE TENANT or NEW OWNER.

Tenant or New Owner's Name: _____

Address: _____, Verona, PA 15147

Contact phone number _____ E-mail address: _____

V. OWNER'S SIGNATURE AND DATE: By signing their name(s) below, OWNER/LANDLORD/MANAGER and TENANT of the property assumes full responsibility for all ordinances pertinent to owning/renting property in the Borough of Verona.

Any deliberate misstatement upon the form is prosecutable as an unsworn falsification as provided by S4904 of the PA Crimes Code

Owner's Signature _____ Date of Application _____

1. Permit to be completed by owner/manager EACH TIME THE UNIT(S) IS RENTED.
2. A unit is defined as space for living space for one individual or one family or one related group of individuals.
3. Use a new and separate occupancy permit for each individual unit.
4. Physical address is required. P.O.BOX numbers **NOT** acceptable.

VERONA BOROUGH PROPERTY INSPECTOR: [412-828-8080 ext.#4](tel:412-828-8080)