



UPPER FREDERICK TOWNSHIP

P.O. Box 597, Frederick, PA 19435

TOWNSHIP BUILDING
3205 Big Road, Obelisk, PA 19492

www.upperfrederick.com

TELEPHONE-610-754-6436
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Transfer Only - Request Letter

Upper Frederick Township
P.O. Box 597
Frederick, PA 19435

B: _____; U: _____

Date: _____

ATTENTION: Upper Frederick Township's Code Enforcement Officer

RE: Request for Transfer Only permit: _____
Property address

We/I, are purchasing the property located at _____, Upper Frederick Township. The property will be purchased in an "as is" condition. Therefore, we are requesting that the Township issue a Transfer Only Permit for the purchase of the property mentioned above. We/I, understand that a \$100 permit fee must accompany this application.

We/I will not occupy the property until the Township's Code Enforcement Office has issued a Use and Occupancy (U&O) permit. We understand that prior to receiving the required U&O permit; an additional U&O application and permit fee of \$100 will be required. We also agree to secure any and all permits required by Upper Frederick Township's code, to repair, alter, and or renovate the property.

NAME: _____

Address: _____

Phone: _____

Signature of Applicant: _____

Please provide name and address of each person that will be named on the Deed.