

## CITY OF LEBANON

### Application for Buyer Notification Certificate

Date Received: \_\_\_\_\_

Date of Settlement: \_\_\_\_\_

Property Street Address	Name & Address of Requesting Firm:
Name & Address of Current Owner	
Requesting Firm:	
Phone:	
Email:	
Name & Address of Prospective Purchaser	
Mail/Email Certificate to:	
<b>*** If the Purchaser is an "LLC" provide the primary officers name as well</b>	
<b>Name:</b> <b>Address:</b> <b>Phone:</b> <b>Email:</b>	
<b>Date required _____.</b> If would like it mailed (*Must include self-addressed stamped envelope)	
<b>Current Use of Property</b>	
Fees:	
<input type="checkbox"/> Single family residence	
<input type="checkbox"/> Multi-family; Number of units _____	
<input type="checkbox"/> Commercial	
<input type="checkbox"/> Mercantile	
<input type="checkbox"/> Industrial	
<input type="checkbox"/> Office	
<input type="checkbox"/> Other	
<input type="checkbox"/> Mixed Use; specify: _____	
<b>\$25.00</b> - if application is received more than 72 hours prior to req. pick up date.	
<b>\$45.00</b> - if less than 72 hours	
<b>\$60.00</b> - if ordered after settlement	
<b>Please make check payable to City of Lebanon</b>	

R  
E  
Q  
U  
I  
R  
E  
D

Return completed form to:  
 City of Lebanon  
 735 Cumberland Street,  
 Lebanon, PA 17042

Email: [jesquivel@lebanonpa.org](mailto:jesquivel@lebanonpa.org)  
 Phone: (717) 717-639-2800

Note: Certificates will be released upon submission of all required information.

This form is available at <https://www.lebanonpa.org/city-services/city-departments/buyer-notification-certificates>