



TOWNSHIP OF WHITEHALL



Date: _____

To: Whom It May Concern:

RE: SELLER ACCEPTANCE FORM

Please complete this form to certify that you are aware of and agree to correct the violations cited on the attached inspection form. **(THIS FORM MUST BE NOTARIZED TO BE VALID.)** Please return this form with the appropriate fees to WHITEHALL TOWNSHIP, Attn: Bureau of Development, 3219 MacArthur Road, Whitehall, PA 18052.

- Residential Single-Family: \$100.00 *plus* \$500.00 DEPOSIT*
- Commercial: \$250.00 *plus* \$1,500.00 DEPOSIT*
- Residential Rental up to Five Units: \$150.00 *plus* \$1,000.00 DEPOSIT*

**Can be on 1 check. Deposit to be refunded upon issuance of clear Certificate of Occupancy if completed within the allotted time frame.*

NOTE – THIS WILL PERMIT FOR THE SALE OF THE PROPERTY ONLY. NO OCCUPANCY CAN OCCUR UNTIL ALL REPAIRS HAVE BEEN COMPLETED AND HAVE PASSED INSPECTION.

I, _____
(Seller's Signature) (Print Name)

do hereby certify that I am aware of and agree to correct the violations cited by the Whitehall Township Inspector made part of the Certificate of Occupancy at:

(Property Address)

within a reasonable period of time to be determined by the Inspector at the time of the issuance of the Conditional Certificate of Occupancy.

Present Deed Owner

Seller

(If different from Deed Owner)

Name _____

Name _____

Address _____

Address _____

Phone _____

Phone _____

Email _____

Email _____

PROPERTY IS TO BE USED AS (CHECK ONE): ☐ RENTAL ☐ OWNER OCCUPIED ☐ RESALE

SUBSCRIBED AND SWORN TO BEFORE ME THIS

_____ DAY OF _____

STAMP

SIGNATURE OF NOTARY PUBLIC

MUST RETURN FORM AND FEES TO:

WHITEHALL TOWNSHIP
BUREAU of DEVELOPMENT
3219 MACARTHUR ROAD
WHITEHALL, PA 18052

Rev. 5/2025