

# Borough of West Middlesex

Incorporated August 19, 1864

West Middlesex, PA 16159

412-528-9931

## INSTRUCTIONS FOR REQUESTING OCCUPANCY PERMIT

When the building is ready for occupancy, please MAIL IN the forms below to request a final occupancy inspection. The applicant for the Building Permit must be present in the structure with the Inspector for the final occupancy inspection.

If the building and use conform to all applicable Ordinances, you will be issued an Occupancy Permit. The building may NOT be occupied until this Occupancy Permit is issued.

WEST MIDDLESEX FIRE CODE INSPECTION is required PRIOR to occupancy of ALL commercial, mercantile, non-residential, public, industrial, and rental income structures.

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## REQUEST FOR OCCUPANCY PERMIT

To: Borough of West Middlesex  
PO Box 582  
25 North Street  
West Middlesex, PA 16159  
Phone (412) 528-9931

This is to certify that (I) (WE) have completed the work as specified in Building Permit No. \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

and are hereby requesting authorization to occupy the same.

Date \_\_\_\_\_ Signed \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_