

**WRIGHTSTOWN TOWNSHIP, Bucks County, Pennsylvania**

2203 Second Street Pike,  
Wrightstown, PA 18940-9662  
215-598-3313  
215-598-0529 FAX



Permit #:	_____
Fee:	_____
Check #:	_____
Date:	_____

**OCCUPANCY PERMIT APPLICATION**

All information MUST be filled out completely.

Property Address to be inspected: \_\_\_\_\_

Current Use of Property: \_\_\_\_\_

Number of Existing Dwelling Units: \_\_\_\_\_ Settlement Date: \_\_\_\_\_

Owner Occupied: YES \_\_\_\_\_ NO \_\_\_\_\_

Current Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Prospective Buyer/Tenant: \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Realtor: \_\_\_\_\_

Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Type of Septic: \_\_\_\_\_ Date Inspected: \_\_\_\_\_ O&M Agreement: YES \_\_\_\_\_ NO \_\_\_\_\_

Easements: YES: \_\_\_\_\_ NO: \_\_\_\_\_ TYPE: \_\_\_\_\_

Is the home equipped with Residential Fire Sprinkler System: YES: \_\_\_\_\_ NO: \_\_\_\_\_

CERTIFICATION IS REQUIRED IF APPLICABLE.



# WRIGHTSTOWN TOWNSHIP

## DEED REGISTRATION

### REQUIREMENTS

On February 2, 2009, Wrightstown Township enacted Ordinance #280 that requires every deed or other instrument to transfer real estate in Wrightstown Township be registered with the Township within **two (2)** business days of recording.

As of the above date, every grantee, devisee, person or entity acquiring title to real property in Wrightstown Township must register the deed or conveyance with Wrightstown Township by hand delivering or sending a copy of the deed or conveyance, as recorded, to Wrightstown Township by registered or certified mail, return receipt requested. This must be done within **two (2)** business days of recording the deed or conveyance with the Bucks County Recorder of Deeds. A **ten dollar (\$10.00) fee** will be charged for the registration of each deed and/or instrument of conveyance.

Any person, partnership, firm, corporation or any other entity capable of holding title to real property pursuant to the laws of the Commonwealth of Pennsylvania who neglects or refuses to comply with any of the provisions of this ordinance, upon such a finding in a summary proceeding before a District Justice for Wrightstown Township, shall be subject to pay a fine not to exceed **Six Hundred Dollars (\$600.00)** per violation and for the payment of all court costs.