

# BUTLER COUNTY TAX CLAIM BUREAU

P. O. Box 1208, Butler, PA 16003-1208  
Telephone (724) 284-5326 or (724) 284-5327

## **TAX CLAIM CERTIFICATION REQUEST FORM**

PROPERTY OWNER NAME: \_\_\_\_\_

BUYER NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_

MUNICIPALITY: \_\_\_\_\_  
(Township/Borough)

PLEASE INDICATE  
PAYOFF DATE: \_\_\_\_\_

INFORMATION REQUESTED BY: \_\_\_\_\_  
(Company Name)

PHONE NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

*Each Parcel Number requires a separate request form.*

### **NO PERSONAL CHECKS**

***Cashier Checks, Certified Checks or Money Order***

***Tax Claim certificate fee is \$15.00 per parcel number and must accompany the request.***

*Requests for certificates will not be processed without payment.*

*~NOTICE~*

***THERE WILL BE A \$35 FEE ON ALL RETURNED CHECKS!***

*Please make check payable to the "Butler County Tax Claim Bureau" and mail to:*

#### **Regular Mail**

*Butler County Tax Claim Bureau  
P. O. Box 1208  
Butler, PA 16003-1208*

#### **Fed Ex or UPS**

*Butler County Tax Claim Bureau  
124 West Diamond Street  
Butler, PA 16001*

***Please include a self-addressed stamped envelope or labeled overnight  
return envelope to mail back your tax claim certificate.***

*The Tax Claim Certificate is given to you based on information provided by you. The Tax Claim Bureau attempts to  
verify the information provided and is not responsible for any errors due to incorrect information given to the Tax  
Claim Bureau or inaccurate assessment information.*