

ERIE COUNTY DEPARTMENT OF HEALTH - ENVIRONMENTAL HEALTH SERVICES

**APPLICATION FOR A PROPERTY TRANSFER CERTIFICATION**

All information must be supplied except that noted (optional) for a complete application

Address of Building \_\_\_\_\_ Town \_\_\_\_\_

Type of Building  Residential Number of Bedrooms \_\_\_\_\_ Number of Occupants \_\_\_\_\_

Commercial Give current building use \_\_\_\_\_

Has building been occupied for the last 30 days? Yes  No

**Note: Property transfers will only be performed on occupied residences/structures. Vacant structures must obtain an Exception allowing inspection after occupancy by the buyer.**

Sewage Disposal System

Water System

Individual/Private  Public  Individual/Private  Public

Name of Seller \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Seller \_\_\_\_\_

Seller's Attorney \_\_\_\_\_ Phone: \_\_\_\_\_

Seller's Attorney's fax number \_\_\_\_\_ Attorney's E-mail (optional): \_\_\_\_\_

Realtor (optional) \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Realtor (optional) \_\_\_\_\_

Name of Buyer if known \_\_\_\_\_ Phone: \_\_\_\_\_

Address of Buyer \_\_\_\_\_

Buyer's Attorney \_\_\_\_\_ Phone: \_\_\_\_\_

Buyer's Attorney's fax number \_\_\_\_\_ Attorney's E-mail:(optional) \_\_\_\_\_

Fee Schedule:           \$300.00 – Sewage Disposal System – only  
                              \$196.00 – Individual Water Supply – only  
                              \$496.00 – Both sewage and individual water  
                              \$150.00 – Inspection done by Licensed Professional

Enclosed is a check or money order, payable to the Erie County Commissioner of Finance for \$ \_\_\_\_\_ in payment for the requested certification.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Anticipated Closing Date

**The certificate will be faxed to the seller's attorney unless a stamped, self-addressed envelope to the desired recipient is attached to this application. If self addressed letter is provided check box**

PLEASE COMPLETE AND RETURN TO:           Erie County Health Department  
  95 Franklin Street, Room 906  
  Buffalo, New York 14202

Please call the District Office to schedule an appointment with an inspector for the inspection of the sewage disposal system and/or well at the following numbers: Central-West District serving northwestern Erie County at 961-6800; Northeast District serving northeastern Erie County at 858-7677; South District serving southern Erie County at 858-8128.