



**SCHUYLKILL COUNTY MUNICIPAL AUTHORITY**  
**221 S. CENTRE STREET**  
**POTTSVILLE, PA 17901**  
**(570) 622-8240; FAX: (570) 622-8248**

**PRE-CERTIFICATION FEE POLICY & FORM**  
**Effective January 1, 2021**

**\$20.00 per transaction/per account for a specified date**  
**Fee to be paid 7-10 working days in advance of settlement by Cash, Check or Money Order**  
**No changes beyond 2 working days. Changes beyond 2 days results in a new fee**  
**If a check/money order is returned there will be an additional \$20.00 fee**  
**Please fill in the information below to request a Certification/Final Reading**

<b>FROM:</b> Company name & mailing address:	
<b>FAX:</b>	
<b>PHONE:</b>	
<b>SETTLEMENT DATE:</b>	

<b>Current Owner:</b>	
<b>Property Address:</b>	
<b>Tax Parcel ID:</b>	

<b>New Owner:</b>	
<b>Mailing Address if different from service address:</b>	
<b>Phone Number:</b>	