

CITY PROPERTY BUYER APPLICATION

Buyer Information

Name _____

Address _____

Phone _____ Email _____

City Property interested in buying:

Address _____ MAP ID _____

Buyer's Offer (Purchase Price) \$ _____ Financing: ☐ Yes ☐ No

Entity Type: _____ C Corporation _____ S Corporation _____ Limited Liability Company
_____ Partnership _____ Sole Proprietorship _____ Individual _____ Non-Profit Entity

For-Profit or Not-for-Profit _____

Description of reason for purchase _____

Description of planned project, if applicable _____

For all buyer entities, please attach:

1. Copies of the most two years of federal and state tax returns
2. Proof of funds for purchase amount
3. Good standing certificate of paid County, School and City Real Estate taxes of all properties owned within the City
4. Confirmation from the City of Jeannette Code Enforcement Officer of no code violations within the City
5. Verification of good standing of all garbage accounts of all owned properties within the City

For C Corporations and Non-Profit Entities, please complete and submit Schedule A

For S Corporations, please complete and submit Schedule B

For Limited Liability Companies, please complete and submit Schedule C

For Partnerships, please complete and submit Schedule D

For Sole Proprietorships and Individuals, please complete and submit Schedule E

The determination of whether any submission (or the information contained therein) is sufficient and satisfies the requirements of the City shall be at the sole and absolute discretion of the City. Submission of a request, proposal, or bid to the City shall constitute authorization by the submitter for the City to conduct an additional background check regarding the submitter and, if applicable, its principals. The City shall follow the procedures of the Third Class City Code relating to the sale, transfer, or conveyance of real property, including, without limitation, by formal public bidding (including conditional bidding) or transfer subject to an applicable exemption or exclusion or through a third-party intermediary. The Buyer, for himself/herself or through its authorized representative, does hereby authorize and direct all City officials and employees to take such actions as may be necessary to receive, review, and confirm the above-referenced submissions and to take all actions necessary thereto.

The undersigned hereby certifies that the information contained herein is true and correct and made for no illegal purpose to the best of the undersigned's knowledge, information, and belief. The undersigned understands that any false statements made herein are subject to the criminal penalties of 18 Pa. C.S. Section 4904, relating to unsworn falsifications to authorities.

_____Applicant Namee

_____Authorized Representative Signature

_____Authorized Representative Name, if applicable

_____Title of Signer

_____Date

CITY PROPERTY BUYER APPLICATION
Schedule A, C Corporations and Non-Profit Entities Only

Name, Address, and Phone Number for all Officers

President _____

Vice President _____

Secretary _____

Treasurer _____

Please attach a copy of your IRS EIN letter, your Articles of Incorporation, and a Certificate of Good Standing from the PA Secretary of State. For non-profit entities, please attach a copy of your IRS tax-exempt determination letter.

Please submit a complete description of your project for the said property to include drawings, budget, narrative, time length of the project, list of materials, and proof of financing for said project.

CITY PROPERTY BUYER APPLICATION
Schedule B, S Corporations Only

Name, Address, and Phone Number for all Shareholders

Shareholder _____

Shareholder _____

Shareholder _____

Shareholder _____

Please attach a copy of your IRS EIN letter, your Articles of Incorporation, and a Certificate of Good Standing from the PA Secretary of State.

Please submit a complete description of your project for the said property to include drawings, budget, narrative, time length of the project, list of materials, and proof of financing for said project.

CITY PROPERTY BUYER APPLICATION
Schedule C, Limited Liability Companies Only

Name, Address, and Phone Number for all Members

Member _____

Member _____

Member _____

Member _____

Please attach a copy of your IRS EIN letter, your Certification of Organization, Operating Agreement, and a Certificate of Good Standing from the PA Secretary of State.

Please submit a complete description of your project for the said property to include drawings, budget, narrative, time length of the project, list of materials, and proof of financing for said project.

CITY PROPERTY BUYER APPLICATION
Schedule D, Partnerships Only

Name, Address, and Phone Number for all Partners

Partner _____

Partner _____

Partner _____

Partner _____

Please attach a copy of your IRS EIN letter, your Statement of Partnership or Certificate of Partnership, Partnership Agreement, and a Certificate of Good Standing from the PA Secretary of State.

Please submit a complete description of your project for the said property to include drawings, budget, narrative, time length of the project, list of materials, and proof of financing for said project.

CITY PROPERTY BUYER APPLICATION
Schedule E, Sole Proprietorships and Individuals Only

Name, Address, and Phone Number for Owner

Owner _____

Spouse if Applicable _____

Please attach a copy of your IRS EIN letter or Social Security Number and Driver's License.

Please submit a complete description of your project for the said property to include drawings, budget, narrative, time length of the project, list of materials, and proof of financing for said project.