

TO: NEW RESIDENT OF BRADDOCK HILLS BOROUGH

The Braddock Hills Borough Council, Mayor, Manager, Police Department, and Fire Department would like to welcome you to the Braddock Hills community.

This letter will provide you important information regarding our borough that may be helpful with your new transition. Here are several phone numbers that will be helpful to you:

- Borough Manager 412-241-5080 Option 1
- Tax Collector 412-241-5080 Option 2
- Emergency (police, fire & ambulance) 9-1-1
- Police non-emergency 412-371-1637
- Jordan Tax Service 412-835-5243
 - Garbage Billing
 - Earned income
 - Delinquent real estate taxes
 - Local service tax
- Waste Management 1-800-451-3060
 - Refuse pick-up and recycling
- Wilkinsburg-Penn Joint Water Authority 412-243-6200
 - Sewage billing

Please know that if you plan on performing any type of repairs, renovations or alterations to your home or property, you may be required to obtain a building permit. You can obtain an application and pay the required fee at the Borough's office located at 1300 Brinton Road. The application will be reviewed by the Borough's building inspector.

Once you are officially a new resident of the Borough, you must contact one of the above contacts to update billings. You will need to provide the property address, your name, and preferably the previous owner's name.

If you plan to operate any type of business in the Borough, you may be subject to the Borough's Business Privilege Tax or Mercantile Tax. Please contact Jordan Tax Service to obtain the appropriate forms and information relative to these taxes.

Finally, we would like to invite you to our Council meetings that are held every 2nd Tuesday of each month. Meetings start at 7:00 p.m. at the Administration Building located at 1300 Brinton Road.

If you have any additional questions or concerns please contact the Borough Manager. We want to make your new transition as easy as possible.