



ALLEGHENY COUNTY

ALWAYS INSPIRING

ALLEGHENY COUNTY PROPERTY REGISTRATION FORM

OWNER/OFFICER AGENT INFORMATION

Effective September 18, 2026, Pennsylvania House Bill 858, enacted as Act 29 of 2026, directs the county chief assessor to maintain a registry of non-owner-occupied properties with up-to-date owner contact information. New buyers of non-owner-occupied real estate must submit their contact details to the chief assessor within 30 days of purchase. Corporate or LLC owners must supply contact details for a specific individual or employee authorized to fix code violations. Owners have 30 days to report any changes to their contact information. Per Act 29, failure to comply and / or intentionally or knowingly providing false or incorrect information may result in a fine up to \$500.

A. Owner/Corporation Name*: _____ Phone*: _____

Address*: _____

City*: _____ State*: _____ Zip*: _____

Email*: _____

Ownership Type*: Individual ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ Trust ☐

B. If the owner is a business or limited liability company (LLC) they shall also provide contact information of an individual, representative, or employee who has the authority and ability to repair, maintain, or otherwise remedy a problem or municipal code violation for the real property.

Agent Name: _____ Phone: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

RENTAL PROPERTIES OWNED IN ALLEGHENY COUNTY

1. Location Address: _____ Municipality: _____

Parcel ID Number: _____ Number of Rental Units on Property: _____

2. Location Address: _____ Municipality: _____

Parcel ID Number: _____ Number of Rental Units on Property: _____

See back page for filing instructions and to list more properties

Owner/Applicant Signature: _____ Date: _____

3. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____
4. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____
5. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____
6. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____
7. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____
8. Location Address:_____	Municipality:_____
Parcel ID Number:_____	Number of Rental Units on Property:_____

INSTRUCTIONS

***Indicates a required field**

The Commonwealth of Pennsylvania requires owners of non-owner-occupied property to provide up-to-date local contact and maintenance information within 30 days of purchase. Corporate or business owners must list a specific employee or individual authorized to fix municipal code violations. Owner-occupied real estate is entirely excluded from these mandates. **Section A.** If you are an Individual Owner or Sole Proprietor, please include your Full Name. If a Partnership, Corporation or Trust, please include the name of the entity as well as the name of a corporate officer. Phone refers to the primary contact phone number for the property. **Section B.** The Commonwealth of Pennsylvania requires that if the owner is a corporate entity the owner must designate an agent who has the authority and ability to remedy a problem or municipal code violation. Again, the primary contact phone number should be included. Please fill out information for each non-owner-occupied property owned in Allegheny County. The parcel ID number can be found on your tax bill or at <https://realestate.alleghenycounty.us> . Use the Online Property Search. A person participating in the address confidentially program (23 Pa.C.S. § 6703) may not be required to provide their actual address or have it disclosed.

Completed Forms may be emailed to ContactReportingOPA@AlleghenyCounty.US

or mailed to: Allegheny County
Office of Property Assessments
542 Forbes Avenue, Rm 347
Pittsburgh, PA 15219

Within 30 days of any change in this information, the owner of the non-owner-occupied property is required to update this information with the Office of Property Assessment. This information is a public record. Failure to provide this information could result in a fine levied as a special assessment.

Please call (412) 350-INFO (4363) for assistance.