



City of Bradford

24 Kennedy Street
Bradford, A 16701
Permits Department
814-584-3345 ext 121
Email: M.verolini@bradfordpa.com



Residential Roof (Replacement / Repair Application)

Any structural alterations and/or additions to a residential roof will require a full residential building permit
"Do not use this form" forms can be found on www.bradfordpa.org, or at City Hall 24 Kennedy Street

- The undersigned hereby applies for an application pursuant to do the following work which SHALL be done in accordance with the description, plans, and specification submitted on the application. Applicant must have possession of a City of Bradford approved application on site while performing the replacement/repair, If applicant has applied as "Self" as being the contractor and a City Official conducts a spot check and a contractor is performing the work other than "self" on site, the applicant will / can be fined for falsifying a City document and they can/will be fined at a minimum of \$250.00.
- Applicant must apply prior to performing the replacement and/or repairs to residential roof. If the residential roof is deemed an emergency situation, please contact the permits department during/after repair is being done and fines will be waived.

Applicant Information		Date:			
Name:					
Address:					
Phone #:					
Address of Roof Replacement/Repair:					

Roof Information					
Current Roof Type:			Replacement		Repair
Current Roofing Material:					
New Roofing Material:					
Sq Footage of project				Current Layers on Roof:	
Total Cost of project (including labor)	\$				

Contractor Information		Contractor MUST Attach Quote	
Name:			
Business Name:			
Address:			
Phone #:			
Business Priviledge Tax Charge (based on total project cost)			\$
The rate of this tax is (6) mills (\$6.00 per \$1,000.00) ** See Form attached **			

The Business Privilege Tax is a gross receipts tax.

It is levied, under the authority of Ordinance #3101 of December 16, 1986, on all persons or entities carrying on or exercising any trade, service, profession, construction, brokering, communication, consulting or other commercial activity or service attributable to activity, an office or other place of business in the City of Bradford.

Resident & non-resident contractors performing work in the City of Bradford shall, before beginning work, at the time a building permit is obtained, file a return, and pay the tax due thereon based upon the amount they are receiving for performing said contractor.

* If Applicant is the Owner & Contractor of property that is requiring a permit ~ No BPT will be applied *

- ❖ I certify that the information on this application is true and correct and that any changes shall be applied in writing and approved by the City of Bradford Permit office.
- ❖ I agree that the City of Bradford Officials have access to the property to conduct spot checks on the residential roofing project.

_____ Signature	_____ Print	_____ Date
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This application has been reviewed by the City of Bradford Permits Department			
Approved by:		App #:	
		Date:	
		Application Fee	\$25.00



City of Bradford

Business Privilege Tax Return



Attn: Services & Landlords

The Business Privilege Tax is a gross receipts tax. It is levied, under the authority of Ordinance #3101 of December 16, 1986, on all persons or entities carrying on or exercising any trade, service, profession, construction, brokering, communication, consulting or other commercial activity or service attributable to activity, an office or other place of business in the City of Bradford.

The rate of this tax is (6) mills (\$6.00 per \$1,000.00)

Failure to file this Business Privilege Tax return and pay the tax calculated to be due is a punishable offense. Regulations explaining the application of the Business Privilege Tax are available by calling Berkheimer @ 1-610-599-3140 or visiting the website @ hab-inc.com.

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* If Applicant is the Owner & Contractor of property that is requiring a permit ~ No BPT will be applied *

**** All Information on this form is Confidential ****

For office use only:

Building permit #: _____ Parcel ID#: _____

Address: _____

Total cost of work performed \$ _____

x's .006 = Total Tax Due \$ _____

Contractor: _____ **Phone#:** _____

Address: _____

(Authorized Signature)

(Date)

Please make checks payable to: Bradford City Treasurer

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Bradford, PA 16701