



## REQUEST FOR CONFIRMATION OF 9-1-1 ADDRESS FOR EXISTING STRUCTURES

Lawrence County Department of Planning & Community Development  
430 Court Street, New Castle, PA 16101

### INSTRUCTIONS:

- (1) This form shall only be used to CONFIRM an existing address. Requestors who wish to have a new address assigned (for new construction or unaddressed structures) shall complete the Application for New Address form, also available at <https://lawrencecountypa.gov/>, at the Lawrence County Government Center, 430 Court St, New Castle, PA or your local municipal building.
- (2) Please answer all questions. Without this information, we are unable to confirm the address properly.
- (3) Return completed form to:

Mail: Lawrence County Department of Planning & Community Development  
430 Court Street  
New Castle, PA 16101

Fax: 724-656-2151 or E-Mail: [amiller@lawrencecountypa.gov](mailto:amiller@lawrencecountypa.gov)

Full Name of Applicant			
Mailing Address of Applicant (where notification will be mailed)			
Phone Number(s)			
Fax or E-mail Address			
Township, Borough or City of Address in question			
Tax Parcel Number of property in question ( <i>obtain from Lawrence County Tax Assessor office 724-656-2176</i> )			
Current Address of property in question			
Previous Address of property in question			

### Notice to Applicant:

All addressing requests are on a first come, first serve basis. Requests can take 2 weeks to process.

The Lawrence County Department of Public Safety does not answer addressing related questions via telephone or in person. Their primary function is to provide emergency telecommunications services and emergency management services to the residents and emergency responders of Lawrence County. Their staff is unable to disrupt these activities to answer addressing related questions.

An Address Verification Letter will be returned to the Applicant. It is the Applicant's responsibility to inform all relatives and acquaintances, telephone and utility providers, financial institutions, credit companies, and any other necessary agencies/companies of any address change.

We cannot confirm anything regarding the NAME of the occupant or property owner. This information must be obtained through other services such as the Lawrence County Assessor's Office, the postal service or other means.

Addresses are subject to change.