



TOWNSHIP OF SPRING

Department of Public Safety Fire Marshal's Office

BERKS COUNTY, PA
2850 WINDMILL RD.
READING, PA 19608
Tel. (610) 678-5393
ext 1360
Fax. (610) 678-4571
thatt@springtwpberks.org

January 1, 2024

Annual Fire and Life Safety Inspections and Operational Permit/s (if applicable) continue to be invoiced for the Township of Spring. The invoice/s will be sent by mail with the inspection paperwork to the address the inspection was performed or the address the operational permit is issued for. It is the responsibility of the location that was inspected or the location the operational permit is issued for to make immediate payment. Payment is expected within 30 days. If the invoice/s need to be forwarded to another party it is the responsibility of the location to ensure it gets forwarded and is paid immediately.

Invoice/s must be paid by CHECK made payable to: The Township of Spring. Your payment should include a copy of the invoice/s. The check/s and invoice/s are to be returned to: Township of Spring - 2850 Windmill Road Reading PA 19608. PAYMENT/S CANNOT BE COMBINED WITH OTHER BILLS SUCH AS THE SEWER BILL AND CANNOT BE PAID ELECTRONICALLY THROUGH THE SEWER LOCK BOX.

After 30 days, if the invoice/s are not paid, you will receive a past due notice. If the invoice/s continues to be unpaid, further action will be taken by the Township of Spring. This Action can lead to a Notice of Violation or a Notice of Violation including a Non-Traffic Citation with a fine of up to \$1000.00 per day till the invoice/s is paid. This Notice of Violation and if applicable the Non-Traffic Citation will be issued to the person in charge of the location whether it is the business owner, business manager, tenant, property managing company or the property owner.

If all avenues have been taken and payment is still not received, the location will have a lien placed against it. Unpaid invoices are noted as a deficiency on the Fire and Life Safety Inspection. If you have any questions, concerns or comments you may contact me at my email address or my office number both noted below.

Respectfully Submitted:

Troy R. Hatt

Troy R. Hatt (FM43)
IAAI-CFI(v), NAFI-CFEI-CVFI-CFII, BCO
PA-PI#80 / Act 235
Fire Code Official / Fire Marshal
Plans Examiner / Fire Investigator
thatt@springtwpberks.org 610-678-5393 ext. 1360