




VILLAGE/TOWN OF MOUNT KISCO  
WESTCHESTER COUNTY, NEW YORK

104 Main Street  
Mount Kisco, New York 10549-0150

*Telephone*  
(914) 241-0500

MEMORANDUM

TO: Title Search Companies  
FROM: Ralph C. Tarchine, Jr., Building Inspector   
SUBJECT: Title Search Documents  
DATE: July 19, 2013

Please be advised that effective immediately, the Mount Kisco Building Department will not be releasing any Title Search Documents (CO's, Pre-Date Letters, Open Permits, violations, etc.) until an inspection is arranged to determine that there are no violations on the property. Once an inspection takes place and the status of the property is determined, the documents will be made available to the Title Searchers.

Inspections may be scheduled by calling the Building Department at 914-864-0019. If you have any questions, please feel free to contact the Building Department. Thank you for your cooperation.