

## **Reasons for Properly Displaying Your Address:**

### **Protection in case of emergency**

Protect your family and your property. If you need 911 services, fire, law enforcement and EMS will be able to find you faster.

A visitor, child or an injured person may be unable to give clear directions. New emergency personnel may be unfamiliar with your area.

Seconds count in an emergency!

### **Identification for Utility Services**

Phone, electric, gas, cable and other companies rely on an address to begin a new service or respond to maintenance issues.

### **Identification for Mail Services**

Mail, package and other deliveries require an address. Having that address clearly shown will ensure prompt delivery.

### **It's the Law!!!**

Violations shall be subject to a fine. See the back of this brochure for Allen Township Regulations.

### **It's the Law**

**and**

### **It's for your Protection!**

\*\*\*\*\*

## **Summary of Allen Township Requirements:**

(a) Building Numbers Required: It shall be the duty of every owner, lessee and/or occupant of each Addressable Building located in Allen Township to provide for the numbering of said Building with the assigned address. Building number signs are to be installed on an approved post and/or mounted at the intersection of the driveway to the Building and the private or public right of way.

(b) Specifications of Building Number Posts and Signs, Location of Signs:

Building Numbers shall be placed on a clearly visible approved post or mount or other similar approved structure (mailbox post) located upon the property where the driveway intersects with the Township/State or Private roadway. If the Building or Structure is located within 30 feet of the roadway, and the other provisions set forth herein are complied with, the building number sign may be placed conspicuously on the structure itself.

(c) Sign Specifications:

The Building Number sign shall have 4" high white reflective numbers with a green reflective rectangular background, visible both during the day and night, placed on a 6"x18" rectangular sign, which is to be, displayed either vertically or horizontally.

The top of the Building Number sign shall be installed to be at least three (3) feet but no greater than six (6) feet from the ground surface.

(d) Time for Numbering Buildings:

All persons required to number Buildings, shall install the Building Number Signs by June 30, 2014.

\*\*\*\*\*

## ***Protect your property and your family***

\*\*\*\*\*

# **DISPLAY YOUR ADDRESS PROPERLY**

## **WHAT YOU NEED TO KNOW**

\*\*\*\*\*

**TOWNSHIP OF ALLEN**

**4714 Indian Trail Road  
NORTHAMPTON, PA 18067**

**PHONE: 610-262-7012**

**FAX: 610-262-7364**

\*\*\*\*\*

## *Every Home Needs an Address*

**Even if you rely on a post office box for mail delivery, it is important that your E9-1-1 address be posted on your property and be visible from the road.**

*In an Emergency,  
Every Second Counts!*

*Place your address numbers...*

*On the  
House*

*Away from  
obstruction  
and with  
the proper  
type (size  
and type)*



*And*

### **Use large numbers that are visible in the dark**

Every addressable building must use numbers that are at least 4" high white reflective numbers. Multiple dwelling units such as apartments and duplexes, as well as non-residential buildings, should use numbers that are at least 4" high. Numbers shall be placed on a green reflective background rectangular sign that measures 6"x18"  
The numbers must be visible from the street.

### **Be Visible From Both Directions**

Numbers on your mailbox or post must be posted on both sides. Emergency vehicles may not arrive from the same direction as your mail carrier or delivery.

### **Locate Near the Road**

If your house is not visible from the street, post numbers so that they are clearly visible from the road either on a pole, sign or post. If your house is across the street from a mailbox, post the number along the driveway so that it is visible from the street.

### **Post Twice on Long or Shared Driveways**

If the driveway leads to more than one address, post all numbers at the end of the driveway and also post the correct number on each building.

### **Uncover the Numbers**

Several times per year, trim the bushes, vines, flowers and weeds so all numbers are clearly visible. Move flower baskets, flags and other items that may obstruct a clear view. Also in the winter season, make sure accumulated snow is cleared from the number.

### **Each House Needs an Address**

Two or more houses should not share a mailbox. Call the number below if you need additional information regarding these requirements.

**(610) 262-7012**

*Properly displaying  
your Address Number could  
save your life!*