



# CITY OF PITTSBURGH

*Department of Personnel & Civil Service Commission*

## EMPLOYEE VERIFICATION STATEMENT OF LEGAL RESIDENCE AND DOMICILE

The Department of Personnel & Civil Service Commission is responsible for accepting documentation to verify legal residence and domicile for all City of Pittsburgh employees as required by Chapter 181.02 of the Pittsburgh Code.

Additionally, this notice reminds all City employees that they are responsible for maintaining legal residence in the City (and filing address changes with the Department of Personnel & Civil Service Commission) throughout the term of their employment with the City. Termination from employment will result if an employee is not domiciled in the City.

**\*\*Police Union Officers are permitted to live within a 25 air mile radius of the City-County Building.**

Under Pennsylvania law, a person can have only one legal residence or domicile. It is the place at which an individual has his fixed family home and principal establishment. Once established, an existing domicile is presumed to continue until a new one is shown to have been adopted.

If you have any questions regarding legal residence or acceptable forms of documentation, please call (412) 255-2710.

I hereby affirm that the information provided to verify my legal residence and domicile is truthful and accurate.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employee Name

\_\_\_\_\_  
Department

\_\_\_\_\_  
Employee Telephone

\_\_\_\_\_  
Personnel Representative

\_\_\_\_\_  
Date

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