

CHECKLIST · WAYNESBORO

Moving to Waynesboro Checklist: The First 90 Days

What newcomers should do, in order, with deadlines and where to do it. Print it and check items off.

SHORT ANSWER

If you are subject to the address-reporting requirement, report your new address to USCIS within 10 days. In the first week, open electric service with West Penn Power, gas with UGI (if your home has a gas line), and water with the Waynesboro Borough water and sewer authority, and enroll your children in school. In Pennsylvania you have 20 days to register your vehicle and 60 days to transfer an out-of-state license, two separate deadlines.

First 10 days

TASK	WHERE / HOW
☐ Report your address to USCIS (AR-11)	As a general rule, required for most noncitizens, including green card holders; A and G visa holders and Visa Waiver visitors are exempt. uscis.gov/addresschange . If you have a pending case, talk to an immigration attorney before moving across the line into Maryland (for example Hagerstown), because the USCIS office handling your case can change.
☐ In immigration court? File EOIR-33	Within 5 days: respondentaccess.eoir.justice.gov . By EOIR's administrative-control list, Franklin County cases are tied to the Philadelphia Immigration Court; check the court named on your notice.
☐ ICE check-in obligations?	Update ICE too at portal.ice.gov
☐ Change your address with USPS	Separate from USCIS; one does not update the other.

First week

TASK	WHERE / HOW
☐ Electricity	West Penn Power (FirstEnergy Pennsylvania), firstenergycorp.com . If you have no SSN, call the company before you apply and ask which IDs it accepts. Compare suppliers at papowerswitch.com .
☐ Natural gas	UGI Utilities, new service: 1-800-652-0550. Not every address has a gas main, and some homes use propane or oil, so ask first whether your home has a gas line. If you have no SSN, call first to ask about alternatives.

TASK	WHERE / HOW
☐ Water and sewer	Waynesboro Borough Water/Wastewater Authority, 55 East Main Street, 717-762-2101, weekdays 8 a.m. to 5 p.m. Apply at least 5 business days before service; if a tenant applies, the owner must co-sign and guarantee payment, and a deposit may be required. Bills arrive quarterly.
☐ Trash and recycling	Waste Management collects under a borough contract and the borough bills you. The limit per household is three 32-gallon containers or one 96-gallon toter; collection starts at 5 a.m.; recycling is every other week. Details: 717-762-2101.
☐ City services	Waynesboro has no 311 line. The general number is Borough Hall, 717-762-2101, weekdays 8 a.m. to 5 p.m. Code complaints go through the form at waynesboropa.gov/zoning-codes .
☐ Renting? Rental license	The borough requires rental units to be registered and licensed; before you move in, ask your landlord for the borough rental license. Zoning and Codes can answer questions.
☐ School enrollment	Waynesboro Area School District, 210 Clayton Avenue, 717-762-1191; enrollment is online.
☐ Library	Alexander Hamilton Memorial Free Library, 45 East Main Street, (717) 762-3335. Ask the library about card requirements.

Within 20 days: vehicle registration

TASK	WHERE / HOW
☐ Pennsylvania insurance	Minimum \$15,000 / \$30,000 bodily injury, \$5,000 property damage ("15/30/5"), with a Limited or Full Tort election. Maryland insurance or a Maryland address is not enough.
☐ Title and registration	Form MV-1, through an authorized agent (notary, dealer, or messenger service). Title \$72, annual registration \$48.
☐ Safety inspection	Within 10 days of registration.
☐ Emissions test	Not required in Franklin County (Drive Clean PA); only the yearly safety inspection.

Within 60 days: driver's license

TASK	WHERE / HOW
☐ Pennsylvania driver's license	A valid out-of-state license transfers without a test. The nearest center is Chambersburg, 1320 Lincoln Highway East (PennDOT: 1-800-932-4600). Locator: pa.gov/agencies/dmv/find-a-location
☐ Arrived with a foreign license	Including a Turkish one: you must pass both the knowledge and road tests.
☐ E-ZPass PA account	paturndpike.com , no stated monthly fee.

Within 90 days and beyond

TASK	WHERE / HOW
☐ Turkish citizens: consulate services	Turkish Consulate General in New York, appointments at konsolosluk.gov.tr ; about 237 miles (about a 5-hour drive) from Waynesboro, so use phone or mail options where possible.
☐ Bought a home? Franklin County homestead/farmstead application	Franklin County Tax Assessment Office (272 North Second Street, Chambersburg, 717-261-3801): homestead and farmstead applications are accepted from December 15 to March 1, and annual assessment appeals must be filed before August 1. Franklin County last did a countywide reassessment in 1961, so assessed values do not follow sale prices.
☐ Waynesboro's local income tax	On top of Pennsylvania's flat 3.07% state tax, Waynesboro Borough levies a 1% Earned Income Tax and a \$52 per year Local Services Tax, both collected by the Franklin County Area Tax Bureau (306 North 2nd Street, Chambersburg, (717) 263-5141). These rates come from a 2023 bureau document, so confirm the current rate on the bureau's site. If your yearly earned income in the borough is under \$12,000, you can claim an LST exemption. If you work in Maryland, ask an accountant about state taxes.

IF YOU ARE NOT A U.S. CITIZEN

- Never check "U.S. citizen" on any form and never register to vote.
- Talk to an immigration attorney before applying for SNAP or any public benefit: a new public charge rule took effect on September 18, 2026.
- Check your I-94 at i94.cbp.dhs.gov.
- With a green card application pending, do not travel abroad without advance parole.



TURKISH-SPEAKING IMMIGRATION ATTORNEY IN WAYNESBORO

Have a question about your immigration status?

Attorney Asim Clinch serves clients in Waynesboro and the surrounding area, in Turkish and English.

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