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Borough of Huntingdon

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(RESIDENTIAL AND/OR COMMERCIAL) RENTAL PROPERTY REGISTRATION FORM

PERIOD OF July 1, 2016 to December 31, 2016

DATE SENT: _____

RETURN TO: Code Enforcement Officer

RETURNED: _____

at the above address

DUE SEMI-ANNUALLY

Application is hereby made for a Rental Property(s) for the year(s) 2016 as required by (Chapter 5-715) of the Codified Ordinance for the Borough of Huntingdon amended by the Borough Council of the Borough of Huntingdon stating that any Landlord who is in the business of leasing or renting out one or more dwelling units, or one or more commercial space(s) shall be required to obtain a Rental Registration Form.

1. Business name and address. If business is conducted under a corporate or fictitious name, please list name (PLEASE PRINT LEGIBLY)

Name:
Address of Property:
City/State/Zip:
Telephone Number:
Mailing Address: (If different than address of Property)
City/State/Zip:
Cell Number:

2. Check whether business is: Incorporated Partnership Individual Agent LLC
3. Give the name(s) of the legal owner(s) of the said business, their legal residence (excluding post office boxes), telephone number, and cell number.

Name	Name	Name
Address	Address	Address
City/State/Zip	City/State/Zip	City/State/Zip
Telephone #/ Cell #	Telephone #/ Cell #	Telephone # / Cell #

Rental Property Address: _____

- 4. Check the appropriate category: Residential Student Commercial
- 5. Number of Rental Units: Residential _____ Student _____ Commercial _____
- 6. Number of bedrooms: _____
- 7. Number of baths: _____
- 8. Number of spaces off street parking: _____
- 9. Number of vehicles: _____
- 10. Does the owner or tenant responsible for providing garbage service? _____
- 11. Fire legal liability and casualty insurance information:

Insurance Company's Name: _____
 Address: _____
 Policy Number: _____ Effective Date: _____
 Expiration date: _____

- 12. Does this rental have fire, smoke, & carbon dioxide alarms: fire smoke carbon dioxide
- 13. Please list local emergency contact: _____

Please Print Name
Phone Number

PLEASE NOTE: Failure to provide the above information required for proper enforcement of the rental property registration shall cause rejection of this application and require a new application.

I VERIFY THAT THE STATEMENTS MADE HEREIN ARE TRUE AND CORRECT. I UNDERSTAND THAT FALSE STATEMENTS MADE HEREIN ARE SUBJECT TO THE PENALTIES OF (18PA.C.S. #4909) RELATING TO UNSWORN FALSIFICATION OF AUTHORITIES.

PROPERTY OWNER	OR AUTHORIZED SIGNATURE	DATE
PLEASE PRINT NAME	PLEASE PRINT NAME	

*****OFFICIAL USE ONLY*****

I hereby certify that proper registration of the above-referred applicant has been established with the Code Enforcement Office.

CODE ENFORCEMENT OFFICER	DATE
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RENTAL PROPERTIES REGISTRATION FORM
For time period –July 1, 2016 – December 31, 2016
RENTAL PROPERTIES INFORMATION

Please list the name(s) of the person or persons who rented real estate from said property owner including their last known addresses during the period July 1, 2016 thru December 31, 2016.

(Note) 1- Add Additional Forms as Necessary.

2- Deadline for Filing is January 31, 2016

Rental Property Address: _____ single dwelling apt. building

PLEASE PRINT

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____

Unit/Apartment # _____

Name: _____

Address: _____

Phone number _____ Cell number _____

of unrelated parties per/unit: _____