

Tamaqua Borough

RESIDENTIAL RENTAL REGISTRATION APPLICATION

(Application must be submitted with a copy of the owner's driver's license)

RECEIVED STAMP

I. PROPERTY INFORMATION	
Building Number & Street Name:	
Number of Rental Units in Building:	Zoning District:

II. CONTACT INFORMATION			
Applicant:	Phone:	email:	
Address:	City	State	Zip
Owner (if not applicant):	Phone:	email:	
Address:	City	State	Zip
Designated Agent:	Phone:	email:	
Address:	City	State	Zip

III. BUILDING DETAILS						
<input type="checkbox"/> One-Family	<input type="checkbox"/> Two-Family	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Detached Garage	<input type="checkbox"/> No Garage	
Heat Source	<input type="checkbox"/> Electric	<input type="checkbox"/> Propane	<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> Coal	<input type="checkbox"/> Wood/Pellet <input type="checkbox"/> Other:
Electrical System	<input type="checkbox"/> Circuit Breakers	<input type="checkbox"/> Screw in Fuses	<input type="checkbox"/> Other:			
Amperes	<input type="checkbox"/> 60	<input type="checkbox"/> 100	<input type="checkbox"/> 125	<input type="checkbox"/> 150	<input type="checkbox"/> 200	<input type="checkbox"/> 400 <input type="checkbox"/> 600 <input type="checkbox"/> Other:

IV. UTILITIES						
Who is responsible for the following utilities on the rental property – Landlord (L) or Renter (R)						
Electric	<input type="checkbox"/> L <input type="checkbox"/> R	Heating Fuel	<input type="checkbox"/> L <input type="checkbox"/> R	Water	<input type="checkbox"/> L <input type="checkbox"/> R	Sewer <input type="checkbox"/> L <input type="checkbox"/> R Garbage <input type="checkbox"/> L <input type="checkbox"/> R Prop. Taxes <input type="checkbox"/> L <input type="checkbox"/> R

V. SINGLE UNIT (multiple unit building on back)						
(Main Contact)						
Apt or Unit No:	No. of Occupants:	Renter full name:	Phone:			
No. of Habitable Rooms:	No. of Bedrooms:	No. of bathrooms:	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N			
Smoke Detector in each sleeping room <input type="checkbox"/> Y <input type="checkbox"/> N		Outside each sleeping area <input type="checkbox"/> Y <input type="checkbox"/> N		On each additional story <input type="checkbox"/> Y <input type="checkbox"/> N		
Carbon monoxide alarm installed outside each sleeping area in the immediate vicinity of the bedroom						<input type="checkbox"/> Y <input type="checkbox"/> N

(continue on back)

VI. MULTIPLE UNITS – (10 or more attach additional sheets)				
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
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No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
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No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	
Apt or Unit No: _____		(Main Contact) No. of Occupants: _____	Renter full name: _____	Phone: _____
No. of Habitable Rooms: _____	No. of Bedrooms: _____	No. of bathrooms: _____	Tenant has access to Electric Panel <input type="checkbox"/> Y <input type="checkbox"/> N	

VII. INSPECTION FEE SCHEDULE

Upon application for a Certificate of Compliance and the payment to the Borough of Tamaqua a fee of Fifty (\$50.00) Dollars per Residential Rental Unit, the Code Enforcement Officer or designee shall review pertinent Borough records and inspect the subject premises in accordance with Section 4 of this Ordinance. All inspection fees shall be paid prior to the inspection regardless of the number of units. Each re-inspection conducted to a unit after the initial inspection shall pay a fee of Twenty-five (\$25.00) per Residential Rental Unit and is to be paid prior to re-inspection. Failure to pay inspection fees shall be deemed a failure and/or refusal to comply with the provisions contained herein, and will be subject to the penalty contained in section 4.

Fifty (\$50.00) per Residential Rental Unit **Total Fees Included:** _____ **Payable to: Borough of Tamaqua**

Applicant Signature: _____ **Application Date:** _____

PENALTY FOR NONCOMPLIANCE

Any Owner or Agent who has violated or permitted the violation of this Ordinance shall be subject to the following penalties:

- (1) First violation - Cost of prosecution and either a fine of Three Hundred (\$300.00) Dollars, or thirty days imprisonment, or both
- (2) Second Violation - Cost of prosecution and either a fine of Four Hundred (\$400.00) Dollars, or sixty days imprisonment, or both
- (3) Third Violation - Cost of prosecution and either a fine of six Hundred (\$600.00) Dollars, or ninety days imprisonment, or both

Each violation of this Ordinance and each day the same is continued shall be deemed a separate offense. A separate Violation shall exist for each unregistered or uncertified Residential Rental and be deemed a separate offense.