

# Tamaqua Borough

## RESIDENTIAL RENTAL REGISTRATION APPLICATION

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

RECEIVED STAMP

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

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

<b>III. BUILDING DETAILS</b>						
<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	
<b>Heat Source</b>	<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:
<b>Electrical System</b>	<input type="checkbox"/> Circuit Breakers	<input type="checkbox"/> Screw in Fuses	<input type="checkbox"/> Other:			
<b>Amperes</b>	<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:

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

<b>V. SINGLE UNIT (multiple unit building on back)</b>						
Apt or Unit No:	No. of Occupants:	(Main Contact) 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

(continued on back)

<b>VI. MULTIPLE UNITS – (10 or more attach additional sheets)</b>				
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 payment to the Borough of Tamaqua a fee of One Hundred (\$100.00) Dollars per Residential Rental Unit, or Fifty (\$50.00) Dollars per Residential Rental Unit for six (6) or more Units in a building, the Code Enforcement Officer or designee shall review pertinent Borough records and inspect the subject premises in accordance with Section 4 of the Rental Property Inspection Ordinance. All inspection fees shall be paid prior to the inspection regardless of the number of units. The applicant shall pay a fee of Fifty (\$50.00) Dollars per Residential Rental Unit for each reinspection for violations or no property access after the initial inspection and One Hundred (\$100.00) Dollars per Residential Rental Unit for subsequent reinspections. The reinspection fee shall be paid prior to reinspection. 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 penalties contained in section 4 of the ordinance.

**(\$100.00/\$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.