



RIDLEY PARK BOROUGH

105 East Ward Street Ridley Park, PA 19078

Office: 610-532-2100 Fax: 610-532-2447 Scheduling Dept.: 610-717-6367

RENTAL DWELLING APPLICATION **RENTAL PROPERTY REGISTRATION APPLICATION** **TO LEASE OR RENT DWELLING, DWELLING UNIT OR ROOMING UNIT.**

DATE: _____

FEE: \$100.00 PER UNIT

Please Note: Fee includes License, 1st inspection & 1 re-inspection. **Subsequent re-inspections & no shows will be \$50.00 Ea.**

Inspections cancelled with less than 24 hours notice will be counted as an 1st inspection

Rental Property Address: _____

Property Owner Information

Property Owner(s): _____

Property Owner Address: _____
(P.O. Box not accepted)

Phone #: _____ Cell #: _____ Fax #: _____

Email Address: _____

Local Agent's Information

Property Manager(s): _____

Address: _____
(P.O. Box not accepted)

Phone #: _____ Cell #: _____ Fax #: _____

TENANT NAME(S) INFORMATION:

IMPORTANT: THE FOLLOWING MUST BE COMPLETED!

List all **ADULTS (over 18 years of age)** that reside at the listed property, please include unit numbers if applicable.

***Years at property:** _____

_____ (First Name)	_____ (Last Name)	_____ (Apartment #)	_____ (Phone#)
_____ (First Name)	_____ (Last Name)	_____ (Apartment #)	_____ (Phone#)
_____ (First Name)	_____ (Last Name)	_____ (Apartment #)	_____ (Phone#)
_____ (First Name)	_____ (Last Name)	_____ (Apartment #)	_____ (Phone#)

* The applicant shall promptly inform the Department of Code in writing of any changes made to a property which alters the information provided in the applicant's registration. Registration Is Non-Transferable.

OFFICE USE ONLY

Date Received by Borough: _____ **Amount : \$** _____ **Check #** _____ **Initial inspection**
Re-inspection