

PERMIT PERIOD: JANUARY 1, 2018 TO DECEMBER 31, 2018	Application for Residential Rental Operating Permit <i>Ordinances #1680 & #1729A</i> Borough of McKees Rocks 340 Bell Ave. McKees Rocks, PA 15136 412-331-2498	Date Paid: _____ Amount: \$ _____ Permit: # _____ OFFICE USE ONLY
--	--	---

This Application and Permit Is Valid for One (1) Calendar Year.
Residential Rental Permit Fee per Unit: \$80.00 (in accordance with Resolution 6090)

Due by April 1st, to avoid monthly penalty*

Check or Money Order only payable to the Borough of McKees Rocks
Please note on the check or money order what property(s) the payment is for.

PROPERTY OWNER INFORMATION:
(DO NOT Use P.O. BOX)

Name _____

Address _____

City/State _____ Zip _____

Code _____

Phone Number _____

Email Address _____ Section 8 Owner: YES () NO ()

Rental Property Address <i>(One property per application)</i>	# of Units	# Of habitable rooms per unit (excludes bathrooms, furnace rooms and/or closets)	# Of Tenants per unit or VACANT

PROPERTY MANAGEMENT INFORMATION: (if applicable)

Is the property managed by a Property Management Company? YES () NO ()

Property Management Company _____

Address _____

Phone Number _____

TENANT INFORMATION: (Only tenants over 18 years of age)

	Name:	Phone Number:
Tenant 1		
Tenant 2		
Tenant 3		

Tenant 4		
Tenant 5		
Tenant 6		

If there are more than (6) tenants please submit all tenants' names and phone numbers on a separate sheet of paper.

APPLICATION CONTINUED ON BACK

TENANT VEHICLE INFORMATION:

	Make	Model	Col or	Yea r	VIN Number	Plate State and Number
Vehicle 1						
Vehicle 2						
Vehicle 3						

Please notify the Borough of McKees Rocks of any ownership or property manager information changes within (5) days and of any tenant occupancy changes within (30) days. Failure to do so could result in a fine in accordance with Ordinance 1680. If you have recently sold your property or no longer utilizing the property as rental, please contact the Borough to inquire what paperwork is necessary to document changes.

***This Rental Application and applicable fee must be submitted to the Borough of McKees Rocks by April 1, if property will be occupied at any time during the calendar year. A \$20.00 monthly late fee PER UNIT will be applied after April 1 in accordance with Ordinance 1729A. Failure to do so could result in a \$1,000 fine in accordance with Ordinance 1680.**

All applicable information on this application must be completed. Failure to do so will result in denial of this application and a permit will not be issued until all information is obtained.

Issuance of this permit in no way implies exemption from State or Federal Laws. All rental properties within the Borough of McKees Rocks must comply with all requirements set forth in the Housing Code.

If you have any questions regarding this application, please call the Borough Office at (412)331-2498 X12.

X _____

Date:

Signature of Applicant

