

YEADON BOROUGH

CHURCH LANE AND BAILY ROAD

PO BOX 5187, YEADON, PA 19050

PH: 610-284-3110 FAX 610-284-2138

RENTAL LICENSE APPLICATION

DATE RECEIVED

I. LOCATION OF RENTAL PROPERTY

NO: _____

STREET: _____

APARTMENT NUMBER _____

AND _____

CROSS STREET _____

CROSS STREET _____

2. TYPE OF RENTAL PROPERTY

3. REQUIRED FEE

<input type="checkbox"/> DUPLEX OR RESIDENTIAL HOME (LESS THAN 3 RENTAL UNITS)	\$150.00
<input type="checkbox"/> RESIDENTIAL HOME WITH 3 OR MORE RENTAL UNITS.	\$75.00 PER UNIT
<input type="checkbox"/> APARTMENT COMPLEX.	\$75.00 PER UNIT
<input type="checkbox"/> COMMERCIAL PROPERTY Less than 1000 sqft of property	\$125
<input type="checkbox"/> COMMERCIAL PROPERTY Between 1001 & 2000 sqft of property	\$225
<input type="checkbox"/> COMMERCIAL PROPERTY Over 2000 sqft	\$225 + \$25 every 5000 sqft
<input type="checkbox"/> STORAGE GARAGES 500 sqft or less	\$75
<input type="checkbox"/> STORAGE GARAGES more than 500 sqft	\$75 + \$25 EVERY 500 sqft
<input type="checkbox"/> MOUNTED EQUIPMENT, ANTENNA ETC	\$100 (2) structures \$50 each add'l structure

4. RENTAL ANALYSIS

NUMBER OF TENANTS
FOR THIS UNIT _____

TOTAL NUMBER OF POSSIBLE
UNITS IN COMPLEX _____

CURRENT NUMBER OF RENTED UNITS _____

5. PROPERTY OWNER IDENTIFICATION

1ST OWNER'S NAME TO INCLUDE BANK, TRUST, ESTATE AND AVAILABLE CONTACT NAME

TELEPHONE _____

PAGER _____

MAILING ADDRESS FOR LEGAL NOTICES

CELL PHONE _____

E-MAIL _____

2ND OWNER'S NAME TO INCLUDE BANK, TRUST, ESTATE AND AVAILABLE CONTACT NAME

TELEPHONE _____

PAGER _____

MAILING ADDRESS FOR LEGAL NOTICES

CELL PHONE _____

E-MAIL _____

6. TENANT INFORMATION

TENNANT #1 CONTACT NAME AND OR COMPANY NAME

TELEPHONE _____

CELL PHONE _____

TENNANT #2 CONTACT NAME AND OR COMPANY NAME

TELEPHONE _____

CELL PHONE _____

**CONTACT NAMES FOR EACH RENTAL UNIT SHOULD BE PROVIDED.
ATTACH ADDITIONAL SHEET OF CONTACT INFORMATION IF NEEDED**

7. DESIGNATION OF LOCAL AGENT

THE OWNER WILL ACT AS THE LOCAL AGENT

If checked, proceed to section 11

THE OWNER WILL NOT ACT AS THE LOCAL AGENT

If checked, fill out sections 8 through 10

8. LOCAL AGENT INFORMATION

CONTACT NAME	TELEPHONE	PAGER
MAILING ADDRESS FOR LEGAL NOTICES	CELL PHONE	E-MAIL

9. LOCAL AGENT ACKNOWLEDGEMENT OF POLICIES AND PROCEDURES

I, (we) the designated Local Agent of record, understand that I, (we) shall not sell or transfer ownership of this dwelling, dwelling unit, rooming unit or rental unit, nor shall I (we) occupy, let, lease or allow the occupancy by another, unless performing required repairs approved by the Department of Code Enforcement, until the property in question has been inspected by the Department of Code Enforcement and determined to be clean, sanitary, and habitable, nor until the Department of Code Enforcement certifies by the issuance of a Rental License, that the property has been inspected and approved as being in conformity with all provision of the Codified Ordinances of the Borough of Yeadon, as specified in Chapter 1464. Furthermore, as indicated by my signature below, I hereby acknowledge that I understand that failure to comply with those rules and or any of the above, may result in citations issued by the local court with fines assessed up to \$1000.00 per day, for each day the violation occurs.

SIGNATURE OF LOCAL AGENT _____ DATE _____

10. PROPERTY MANAGEMENT REQUIREMENTS

Submitted

Emergency contractors contact list must be submitted with the application YES NO

Can local agent respond to the premise within 15 mins, 24 hours per day? YES NO

If you checked "NO" then you must have a rapid entry Key System installed as per the ordinance

Will a rapid entry Key system be installed on the premise ? YES NO

11. OWNER ACKNOWLEDGEMENT OF POLICIES AND PROCEDURES

I, (we) the owner of record, understand that I, (we) shall not sell or transfer ownership of this dwelling, dwelling unit, rooming unit or rental unit, nor shall I (we) occupy, let, lease or allow the occupancy by another, unless performing required repairs approved by the Department of Code Enforcement, until the property in question has been inspected by the Department of Code Enforcement and determined to be clean, sanitary, and habitable, nor until the Department of Code Enforcement certifies by the issuance of a Rental License, that the property has been inspected and approved as being in conformity with all provision of the Codified Ordinances of the Borough of Yeadon, as specified in Chapter 1464. Furthermore, as indicated by my signature below, I hereby acknowledge that I understand that failure to comply with those rules and or any of the above, may result in citations issued by the local court with fines assessed up to \$1000.00 per day, for each day the violation occurs.

SIGNATURE OF OWNER _____ DATE _____