

Rental Registration Form



Property Tax ID #: 62 - _____

Zoning District: _____

OFFICE USE ONLY	
DATE SUBMITTED:	_____
FEE SUBMITTED:	_____
INSPECTION DATE:	_____

Below are the requirements for compliance with the Kennett Township Rental Registration Ordinance

- Registration is required for all rental properties.
- There is a **\$100.00** registration fee **due for each unit.**
- An inspection will be performed following receipt of registration form.
- Registration is valid for 3 years, unless your unit changes tenants, at which time a new registration, fee, and inspection are due.
- Failure to comply may result in fines.

Please complete the applicable information below.

Type of Registration: (Circle) New Registration New Owner New Tenant Change of Address, etc. Registration Renewal

1. **Rental Address:** _____

Number N/S/E/W Street Name

City State Zip

2. **Owner(s) Names:** _____

Mailing Address: _____

Do Not Give a PO Box

Phones: Day _____ Ext: _____ Evening: _____ Ext: _____

Emergency Phone: (if different from above) _____ Ext: _____

Cell Phone: _____ Ext: _____ Fax: _____ Ext: _____

Email Address: _____

3. **Property Manager Name(s):** if different than above _____

Mailing Address: _____

Do Not Give a PO Box

Phones: Day _____ Ext: _____ Evening: _____ Ext: _____

Emergency Phone: (if different from above) _____ Ext: _____

Cell Phone: _____ Ext: _____ Fax: _____ Ext: _____

Email Address: _____

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4. Dwelling Unit Information:

Type of Dwelling: Single Family Duplex Townhouse Apartment Manufactured Home
(Circle)

Other (Be Specific): _____

Year Built: _____ Number of Levels: _____ Number of Sleeping Rooms Rented: _____

Basement: Y N Is basement area utilized as a sleeping area? Y N

Number of Smoke Detectors: _____ Type of Smoke Detector(s): Hardwired & battery backed Y N

Interconnected per Regulation: Y N

Carbon Monoxide Alarms Installed: Battery Plug-In Hardwired

4. Tenant Registration:

Does the Property Owner Reside in the Residence? Y N

Please list all unit numbers of every rental unit whether the unit was occupied or vacant during the calendar year. Provide the names of all tenants who were 18 years of age or older and who resided in that specific unit at any time during the calendar year. (Attach additional sheets if needed).

Rental Unit #	# of People in unit	Tenant(s) names (18+ years old)	Occupancy Dates
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total occupants in all units: _____

I acknowledge that all information provided herewith is true and correct. I understand all of my responsibilities as the property owner to remain in compliance with the Kennett Rental Registration Ordinance.

Signed: _____
Property Owner

Date: _____