

TOWNSHIP OF WILKINS
110 Peffer Road Turtle Creek, PA 15145
Office of Code Enforcement
412-824-6650 x13

Application for Residential Rental Occupancy Certificate

1. _____
Print street address, zip code, and parcel identification number

If there is more than one dwelling unit at this address, indicate total number of units _____

Number of stories in this structure ____ Number of bedrooms in this unit ____

Number of occupants for this unit ____ Unit number if more than one unit ____

2. _____
Print full name of property owner

3. _____
Print street address, zip code and phone number of owner

4. _____
Print full name of NEW rental tenant

5. _____
Current condition of rental unit

6. _____
Print name of PREVIOUS tenant

7. _____
List number and type of pets to occupy the rental unit

Signature of Property Owner

Date

Inspected _____ Report issued _____ Unit approved _____ Unit rejected _____

Certificate issued _____

**TOWNSHIP OF WILKINS
RENTAL REGISTRATION FORM
For the Calendar Year of 2013**

Ordinance #1010, adopted in November of 2010, requires every owner of a rental unit or rental units to register that unit, or those units, with the Office of Code Enforcement, by January 10th of each year. Any individual, entity or firm which converts any structure into a residential unit or residential units shall register the residential rental unit with the Wilkins Township Office of Code Enforcement.

Rental Property Address: _____
(Print) _____

Number of rental units: _____

Owner's name & address _____
(Print) _____
(If a business name, please _____
list a responsible person to _____
contact) _____

Owner's phone number; _____

Emergency phone number _____

Maximum Occupant Load per Unit: _____

Number of occupants: _____

Landlord's signature and date of signing

NAMES OF TENANTS

1. Unit # ___ & address: _____

Names if tenants: _____

2. Unit # ___ & address: _____

Names of Tenants: _____

3. Unit # ___ & address: _____

Names of Tenants: _____

Use other side for additional tenants and units or provide list of tenants for large occupancy apartment units.