



2501 Stanbridge Street  
East Norriton, PA 19401

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www.eastnorritontwp.org

## East Norriton Township Rental License Application

I. PROPERTY LOCATION (Please attach rental property list if more than 1 property)	
Address	
<input type="checkbox"/> Single Family <input type="checkbox"/> Duplex <input type="checkbox"/> Condo / Townhouse <input type="checkbox"/> Apartment	
Type <input type="checkbox"/> Rooming House <input type="checkbox"/> Other:	# of Rental Units
II. OWNER	
Name	Address
Phone #	City, State, Zip
III. APPLICANT <input type="checkbox"/> Same As Owner	
Name	Address
Phone #	City, State, Zip
IV. EMERGENCY CONTACT INFORMATION	
Name	Phone #
Title	Email
V. TENANT CONTACT INFORMATION FOR INDIVIDUALS 18 YEARS OF AGE OR OLDER or ATTACH RENT ROLL INCLUDING THE FOLLOWING INFORMATION:	
Name	Phone #
Unit Number	Email
VI. RENTAL INFORMATION	
<p><b>Registration:</b> Every person shall on or before October 1 of each year, register all rental properties owned or operated on forms provided by the Code Enforcement Department of East Norriton Township.</p> <p><b>Annual fee:</b> Each applicant for a license to operate a rental property shall at the time of application and each year thereafter, pay an annual fee of \$50.00 per unit.</p> <p><b>Late fee:</b> Any owner of a rental property who fails to pay the required license fee within 30 days from October 1 or the date of application will be charged an additional \$10 per unit per month as a penalty.</p> <p><b>Inspections:</b> Certificates of use &amp; occupancy shall be required for all rental properties prior to being advertised or offered for rent. Afterwards, <b>BI-ANNUAL INSPECTIONS</b> must be performed by the Code Enforcement Department of East Norriton Township or when <u>new</u> tenancy is obtained.</p>	

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

RENTAL LICENSE