

TOWNSHIP OF LEET

TENANT REGISTRATION FORM

198 AMBRIDGE AVE, FAIR OAKS, PA 15003
PHONE (724) 266-2280 · FAX (724) 266-6149

NOTICE TO LANDLORD

DUTY TO REPORT – IN COMPLIANCE WITH TOWNSHIP OF LEET ORDINANCE NO. 2005-04 THE BELOW REFERENCED INFORMATION MUST BE REPORTED TO THE TOWNSHIP AT THE ADDRESS LISTED ABOVE. ADDITIONALLY, LANDLORDS MUST REPORT SUCH INFORMATION WITHIN 30 DAYS OF ANY CHANGE OF OCCUPANCY THEREAFTER AND BY JANUARY 15TH OF EACH AND EVERY YEAR. ANY PARTY IN VIOLATION OF THE ABOVE REFERENCED ORDINANCE IS SUBJECT TO A FINE OF NOT MORE THAN \$1,000.00 PLUS COSTS OR, UPON DEFAULT OF PAYMENT OF SUCH FINE OR COSTS, BY IMPRISONMENT FOR A TERM NOT MORE THAN THIRTY (30) DAYS.

** USE A SEPARATE FORM FOR EACH RENTAL PROPERTY

OWNERSHIP INFORMATION (PLEASE PRINT CLEARLY): DATE: _____

NAME: _____

ADDRESS: _____

DAYTIME TELEPHONE NUMBER: _____

AGENT(S) FOR OWNER: _____ TELEPHONE NUMBER: _____

RENTAL PROPERTY ADDRESS: _____

PRINT CLEARLY – FIRST AND LAST NAME(S) OF OCCUPANT(S) WHO ARE NOT MEMBERS OF THE PROPERTY OWNER'S HOUSEHOLD:

UNIT	FULL NAME	DATE OF OCCUPANCY	FORMER ADDRESS	DATE ANNUAL OCCUPANCY PERMIT RECEIVED