



LONGSWAMP TOWNSHIP  
 1112 State Street  
 MERTZTOWN PA 19539

OFFICE 610 682-7388  
 FAX 610 682-9067

Office Hours 9:00 AM to 4:00 PM  
 Monday thru Friday

## RENTAL UNIT REGISTRATION FORM

(Please Print)

PROPERTY OWNER NAME:

PROPERTY OWNER'S ADDRESS:

PROPERTY OWNER'S PHONE CONTACT INFORMATION

HOME

WORK

CELL

FAX

**ADDRESS(ES) OF RENTAL UNITS:**

**PROPERTY PIN OR PARCEL ID OF RENTAL UNIT**  
 (12 OR 14 DIGIT NUMBER LOCATED ON YOUR TAX BILL)

**UNIT 1**

**UNIT 2**

**UNIT 3**

**UNIT 4**

**UNIT 5**

**UNIT 6**

**NUMBER OF OCCUPANTS OF ALL AGES IN EACH RENTAL UNIT:**

**UNIT 1**

**UNIT 4**

**UNIT 2**

**UNIT 5**

**UNIT 3**

**UNIT 6**

**USE THIS SPACE FOR ADDITIONAL UNITS (INCLUDE PROPERTY PIN, ADDRESS OF RENTAL UNITS AND NUMBER OF OCCUPANTS OF ALL AGES IN EACH RENTAL UNIT)**

Established by Resolution No. 2007-11 and 2009-6 a rental permit fee per residential dwelling unit applies:  
**Seventy-Five Dollars (\$75.00) per dwelling unit for all units located on a single lot for up to two rental units;**  
**Fifty Dollars (\$50.00) per rental unit for all units located on a single lot in instances where there are**

(OVER)

**three or more rental units.**

Property owners with rental units must ensure that those units comply with all of the standards contained in the version of the International Property Maintenance Code most recently adopted by the Longswamp Township Board of Supervisors. Copies of this code may be purchased at the township office.

**PLEASE CALL CODE ENFORCEMENT OFFICER, JOHN YODER, LTL CONSULTANTS, LTD. 610-987-9290 OR 1-888-987-8886 TO MAKE ARRANGEMENTS FOR AN INSPECTION OF YOUR RENTAL UNIT(S). THIS INSPECTION MUST BE COMPLETED WITHIN THE FIRST 3 MONTHS OF EACH YEAR.**

By signing below, I am granting permission to an agent of Longswamp Township to enter my premises for the purpose of conducting a code inspection.

I acknowledge that I have received a copy of Longswamp Township Ordinance 2006-239 and that I have read and will comply with the above requirements.

Property Owner's Signature

Date