Borough of Matamoras

10 Avenue I
Matamoras, Pennsylvania 18336
570-491-2771

TENANT REGISTRATION

PROPERTY ADDRESS:_____ UNIT #: _____

IS THE UNIT(S) CURRENTLY INHABITED OR UTILIZED BY TENANTS: ☐ YES ☐ NO, CURRENTLY VACANT

TENANT(S)/LEASEHOLDER(S) INFORMATION: (print legible)

NAME: _____ EMAIL ADDRESS: _____

ADDRESS: _____ UNIT #: _____ PHONE: _____

CITY, STATE, ZIP: _____

IS THIS YOUR PRIMARY PLACE OF RESIDENCE ☐ YES ☐ NO (if no, complete the following)

PRIMARY ADDRESS: _____ CITY, STATE & ZIP: _____

IF MORE THAN ONE TENANT IS ON THE LEASE, COMPLETE THE FOLLOWING. ATTACH ADDITONAL SHEETS IF MORE THAN TWO TENANTS.

NAME: _____ EMAIL ADDRESS: _____

ADDRESS: _____ UNIT #: _____ PHONE: _____

CITY, STATE, ZIP: _____

IS THIS YOUR PRIMARY PLACE OF RESIDENCE ☐ YES ☐ NO (if no, complete the following)

PRIMARY ADDRESS: _____ CITY, STATE & ZIP: _____

NUMBER OF OCCUPANTS LIVING IN THE DWELLING UNIT: _____

IS THE UNIT LEASE: ☐ MONTHLY (28 DAYS OR MORE) ☐ ANNUAL

NUMBER OF VEHICLES PER DWELLING UNIT: _____ NUMBER OF OFFSTREET PARKING SPACES PROVIDED: _____

I HEREBY UNDERSTAND THAT AS TENANT(S) I/WE ARE RESPOSIBLE TO COMPLY WITH THE RENTAL PROPERTY ORDINANCE AND THE MATAMORAS BOROUGH CODES. I FURTHER UNDERSTAND THAT I OR MY FAMILY, RELATIVES AND GUEST MUST NOT ENGAGE IN DISRUPTIVE CONDUCT OR VIOLATE ANY OF THE BOROUGH CODES OR I WILL BE SUBJECT TO VIOLATIONS AND PENALTIES THAT MAY INCLUDE FINES OF $1000.00 OR IMPRISONMENT!

_____	_____	_____
SIGNATURE OF TENANT #1	PRINT NAME OF TENANT #1	DATE
_____	_____	_____
SIGNATURE OF TENANT #2	PRINT NAME OF TENANT #2	DATE

THE PROPERTY OWNER/LANDLORD IS RESPONSIBLE TO SUBMIT A TENANT REGISTRATION WITHIN 30 DAYS FROM A CHANGE IN TENANCY.