



1905

MATAMORAS BOROUGH RENTAL REGISTRATION RENEWAL

Pursuant to Chapter 96 of the Matamoras Borough Code

Completed forms and fees were due on January 1st, 2026.

1. PROPERTY & OWNER INFORMATION

- **Rental Property Address:**
- **Tax Parcel ID Number:**
- **Property Type:**
 - Single-Family
 - Two-Family
 - Multi-Family
 - **Total Units:**
- **Property Owner Name:**
- **Owner Mailing Address:**
- **Owner Phone Number:**
- **Owner Email Address:**

2. LOCAL PROPERTY MANAGER *(Required if Owner lives more than 20 miles from rental unit(s))*

- **Manager/Agency Name:**
- **Physical Address:**
- **24/7 Emergency Phone:**
- **Email Address:**

3. CURRENT PRIMARY TENANT INFORMATION

- **Primary Tenant Full Name:**
- **Primary Tenant Phone Number:**
- **Primary Tenant Email Address:**
- **Total Number of Occupants:**
- **Lease Term Start Date:** _____ **End Date:** _____

4. SECONDARY ADULT OCCUPANTS *(List all other individuals age 18 or older that are included in the lease agreement)*

Occupant 2:

- **Full Name:**
- **Phone Number:**
- **Email Address:**

Occupant 3:

- **Full Name:**
- **Phone Number:**
- **Email Address:**

5. REGISTRATION FEES & CALCULATION SUBMISSION INSTRUCTIONS

- **Base Registration Fee:** \$40.00 per building
- **Accepted Payment Methods:** Check or money order.
- **Payable To:** Make checks or money orders payable to **Borough of Matamoras**.
- **Mailing and Drop-Off Address:** Mail or hand-deliver this completed form along with your payment to the municipal office at:
Matamoras Borough Office
10 Avenue I, Suite 1
Matamoras, PA 18336
- **Office Contact Info:** Phone: (570) 491-2771 | Email: secretary@matamorasborough.com

7. ACKNOWLEDGEMENT & SIGNATURE

I hereby certify that the information provided above is true and accurate to the best of my knowledge, and that the property meets all minimum safety and occupancy requirements dictated by Chapter 96 of the Matamoras Borough Code.

- **Owner/Agent Signature:**
- **Date:**

OFFICE USE ONLY (*Do not write below this line*)

- **Date Received:** _____
- **Payment Method:** _____
- **Check/Receipt #:** _____
- **Amount Paid:** \$40.00
- **Processed By:** _____