

RESIDENTIAL RENTAL UNIT PERMIT APPLICATION

Date: _____

PLEASE PRINT LEGIBLY!

New application

| |
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| |
| |

Fee: \$60.00 per unit

of Units

Renewal / Reinspection

Fee: \$60.00 per unit

of Units

PROPERTY OWNER INFORMATION:

NAME:

MAILING ADDRESS

Phone #

EMAIL:

TAX MAP #:

RRU# RENTAL UNIT ADDRESS:

TENANT NAME & PHONE NUMBER:

| | |
|--|-----------------------|
| | Forest City, Pa 18421 |
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If Owner does not live locally, please identify local contact person:

PROPERTY MANAGER: _____ Contact info: _____

Payment must be made to the Borough prior to the inspection. Make check payable to "FC BORO".
Please write any additional information on back.

Date received - _____

Amount received - _____ Check# - _____ Borough Official - _____

If the inspection fails, payment is required for any additional inspections - please see the checklist.

Rental and Change of Occupancy Check List

Occupancy: Approved: _____ Not Approved: _____

Inspection Date: _____ Property Address: _____

License No.: _____ Tax ID#: _____

Municipality: _____ County: _____

Property Owner: _____ Phone No.: _____

Owner Address: _____

Inspector: _____ **Call number for Second Inspection 570-344-9681**

| | P | F | | P | F | | P | F |
|---------------------------------|---|---|---|---|---|---|---|---|
| Unsafe Equipment 108.1.2 | | | Stairways, Decks, Porches & Balconies 304.10 | | | Rubbish & Garage 308.1 | | |
| Dangerous Structures 108.1.5 | | | Handrails & Guards 304.12, 307.1 | | | Infestation (Insects & Rodents) 309.1 | | |
| Sidewalks & Driveways 302.3 | | | Operable Windows & Screens 304.13.2 & 304.14 | | | Bathrooms & Toilet Rooms 403.2 | | |
| Swimming Pools 303.1, 303.2 | | | Interior Structure, Sanitary Conditions 305.1 | | | Clothes Dryer Exhaust 403.5 | | |
| Foundations Walls 304.5 | | | Structural Members 305.2 | | | Electrical Facilities 604.1 | | |
| Roofs & Drainage 304.7 | | | Stairs & Walking Surfaces 305.4 | | | Smoke Detectors & Systems 704.1 | | |

**A visual inspection has been made of the above dwelling as stated in this report.
There are no guarantees or warranties either expressed or implied by this inspection.**

EXPLANATIONS & OTHER VIOLATIONS OR DISCREPANCIES:

Second Inspection

CORRECTIONS TO BE MADE

Re-Inspection/NOV

WITHIN _____ DAYS

Any person directly affected by a decision of the code official or notice or order issued under this code shall have the right to appeal to the board of appeals, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served. Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor or civil infraction.