



Elizabethtown Borough

RESIDENTIAL RENTAL LICENSE APPLICATION

Property Address _____ Units at this Address _____

(Please complete a separate application for each property address)

Dwelling Type (single family) (duplex) (apartment) (townhouse) (other) _____ circle one

Total numbers of off street parking spaces at this address _____

Owner Name _____ Phone _____

Owner Address _____

Does owner live more than 20 miles from the Borough of Elizabethtown? Yes No (circle one)
(If yes, then agent or manager contact information must be provided as per Borough Ordinance # 864.)

Agent Name _____ Phone _____

Agent Address _____

This application is for the licensing of a residential rental unit as required by ordinance. Issuance of a Residential Rental Unit License does not indicate that the residential rental unit is in compliance with Borough Ordinances and/or any other applicable codes. The Borough will not issue a Residential Rental Unit License authorizing rental of the unit unless all Borough sewer charges and trash collection charges are paid in full.

By signing this application, I certify that all facts in the application and all accompanying documentation are true and correct. This application is being made by me to induce official action on the part of Elizabethtown Borough and I understand that any false statements made herein are subject to the penalties of 18 PA. C.S. 4909, relating to unsworn falsification to authorities.

Date _____ Signature _____

(This application may be duplicated)

600 South Hanover Street, Elizabethtown, PA 17022

Phone (717) 367-1700 Fax (717) 367-6800

www.etownonline.com

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List the names of every occupant residing at each unit address listed below. For your convenience this information may be submitted on a separately attached printed document(s) or spreadsheet(s). Please keep in mind that the Elizabethtown Borough Zoning Ordinances regulates the number of unrelated persons residing in a residential unit within the Borough.

Unit Address

Street _____

Apt # _____

1 _____

2 _____

3 _____

4 _____

5 _____

Unit Address

Street _____

Apt # _____

1 _____

2 _____

3 _____

4 _____

5 _____

Unit Address

Street _____

Apt # _____

1 _____

2 _____

3 _____

4 _____

5 _____

Unit Address

Street _____

Apt # _____

1 _____

2 _____

3 _____

4 _____

5 _____

Inspections are conducted Monday, Tuesday and Wednesday from 9 AM to 3 PM except holidays.

Other inspection appointment times are subject to availability of the inspector.

Owner's signature on page one indicates consent to an inspection of the premises located above by the Borough's Codes Compliance Official or a duly appointed representative of the Borough. The general purpose of the inspection is to determine if the property complies with the Existing Structures and Property Maintenance Code. Owners will be contacted at least fifteen (15) days prior to the initial inspection.