



JERMYN BOROUGH

440 Jefferson Ave.
Jermyn, PA 18433

Phone: 570-876-0610

Fax: 1-570-876-0204

RENTAL PERMIT APPLICATION (Please complete Front & Back)

Permit Fee - \$40.00 per dwelling unit

Revised December 2016

____ *New* Application

____ *Renewal* Application

Property Owner:

Name: _____

Address: _____

Phone: _____ Mobile: _____

Rental Unit Information:

Address: _____

Number of Rental Units: _____ Occupants per unit: _____

Handicapped persons per Unit: _____ Pets per unit: _____

Type of Property: ___ Single House ___ Double House ___ Multi-Unit

****List Names, Phone Numbers, & Email of All Occupants 18 and Older****

(Use separate paper if more lines required)

Name	Phone	Email

****Jermyn Borough Ordinance requires a LOCAL AGENT if owner does not live within a twenty (20) mile radius of the Borough.****

Local Agent:

Name of Agent: _____

Address: _____

Home Phone: _____ Mobile: _____

Signature of Authorized Local Agent

Date

Attachments Required:

Certificate of Insurance: _____

** A permit will not be issued if a copy of insurance for the property is not provided

** No permit shall be issued to an owner or agent whose property tax, garbage or sewer fee is delinquent as defined by each agency

PROPERTY OWNER:

I swear or affirm that my statement and answers above are true and complete to the best of my knowledge and belief. I also realize that I will be subject to criminal penalties provided by 18PA.CS.4903 and 4904 if I have provided false answers and statements.

Payments must be made prior to permit issuance – Make checks payable to: Jermyn Borough. Cash, Checks, Credit Cards* Accepted (Visa, Mastercard, Discover only)

*Credit Card Payments are charged the higher of 2.95% or \$2.50 service fee by the credit card processor

Signature of Owner or Authorized Agent: _____ Date: _____

Borough Use Only

Certificate of Insurance provided: _____

Taxes and fees paid: _____

Rental Permit Fee paid: _____

Amount Paid: _____

Rental Unit Permit #: _____

Date Paid: _____

Inspection Required?: _____

Date of Inspection: _____

Signature of Borough Official

Date