

**Permit Office  
Archbald Borough**

Telephone No.: 570-876-1800

Fax No.: 570-876-5518

**RESIDENTIAL RENTAL LICENSE APPLICATION**

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Date Application Made: \_\_\_\_\_

**Application is being made for the following:**

_____	New Application for Residential Property Rental License	Fee: \$50.00/unit
_____	Renewal of Residential Rental License Application	Fee: \$50.00/unit
_____	Transfer of Residential Property Rental License Application	Fee: \$50.00/unit

**Property:**

Tax Map Parcel No.: \_\_\_\_\_ Municipality: \_\_\_\_\_

Issued to Property Owners: (If transfer, list new property owner below)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone no.: \_\_\_\_\_ Fax no.: \_\_\_\_\_

Email: \_\_\_\_\_

**Authorized Agent for Property:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone no.: \_\_\_\_\_ Fax no.: \_\_\_\_\_

Email: \_\_\_\_\_

Site Location: \_\_\_\_\_ No. of units at location: \_\_\_\_\_

Date Property Purchased: \_\_\_\_\_ No. of units at purchase date: \_\_\_\_\_

Current no. of units at location: \_\_\_\_\_

**Current Tenants (attach listing if needed):**

Unit No.	Tenant Name & Mailing Address	No. of bedrooms	No. of Baths
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License is transferable if the unit is in compliance with all Archbald Borough Codes. Notification must be made to the Building Code Official ten (10) days prior to date requested for transfer. A new license will be issued to the new owners at that time but only for the duration of the term of the original license. Payment to Archbald Borough must be made prior to license issuance.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date