



# Borough of Jersey Shore

## Residential Rental Unit Registration Application

PLEASE PRINT CLEARLY AND LEGIBLY

Permit # \_\_\_\_\_ (For Office Use Only)

### 1. - RENTAL INFORMATION

\_\_\_\_\_

Rental Unit Street Address

\_\_\_\_\_

#Units

### 2. - OWNERSHIP INFORMATION

\_\_\_\_\_

Print Owner's Full Name

\_\_\_\_\_

Owner's Signature

\_\_\_\_\_

Owner's Physical Address

\_\_\_\_\_

Phone Number

\_\_\_\_\_

City State Zip

\_\_\_\_\_

Cell Phone Number

\_\_\_\_\_

Mailing Address (If Different then Above)

\_\_\_\_\_

Email Address

\_\_\_\_\_

City State Zip

\_\_\_\_\_

Emergency Contact Name

\_\_\_\_\_

Emergency Contact Phone Number

### 3. - BOROUGH AGENT

Owners residing in the Borough of Jersey Shore **may** designate an agent to be named.

Owners residing outside of the Borough of Jersey Shore **must** designate an agent residing or working within the Borough of Jersey Shore.

\_\_\_\_\_

Print Responsible Agent's Name

\_\_\_\_\_

Contact Number

\_\_\_\_\_

Agent's Address (No P.O. Box Numbers)

\_\_\_\_\_

Email Address

**Return to:**

Borough of Jersey Shore  
232 Smith Street  
Jersey Shore, PA 17740

Phone: 570-398-0104 Fax: 570-398-3041 Website: [www.jerseyshoreboro.org](http://www.jerseyshoreboro.org)

# Borough of Jersey Shore

## Residential Rental Unit Occupant Information

PLEASE PRINT CLEARLY AND LEGIBLY

Name: \_\_\_\_\_ Unit# \_\_\_\_\_ Phone # \_\_\_\_\_

Name: \_\_\_\_\_ Unit# \_\_\_\_\_ Phone # \_\_\_\_\_

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Name: \_\_\_\_\_ Unit# \_\_\_\_\_ Phone # \_\_\_\_\_

Name: \_\_\_\_\_ Unit# \_\_\_\_\_ Phone # \_\_\_\_\_

Name: \_\_\_\_\_ Unit# \_\_\_\_\_ Phone # \_\_\_\_\_

This application is required for issuing a license in compliance with the Borough of Jersey Shore Codes Section (fill in). I hereby certify that the above information is true and correct and that false statements made or my failure to comply with all provisions of this Ordinance shall be suffice grounds for revocation of this permit in addition to prosecution for violations of this Ordinance.

\_\_\_\_\_  
Printed Name of Property Owner

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

# INSTRUCTIONS TO OWNERS

To complete the Residential Rental Unit Registration Application:

1. List the street address and how many dwelling/rooming units you are registering
2. Complete the ownership information as requested
3. Mail or email the completed form back to the Borough of Jersey Shore:

[admin@jerseyshoreboro.org](mailto:admin@jerseyshoreboro.org)

Borough of Jersey Shore  
232 Smith Street  
Jersey Shore, PA. 17740

## **ATTENTION LANDLORDS:**

**It is the responsibility of the owner to notify the Borough of Jersey Shore Office of any changes to the information that is provided on the original registration application.**