

ANNUAL REGISTRATION FORM FOR LICENSE PURSUANT TO CONWAY'S LANDLORD/TENANT ORDINANCE

LOCATION OF RENTAL PROPERTY _____

OWNER NAME/ADDRESS _____

OWNER TELEPHONE NUMBER _____

If the owner does not live in the local-calling area, or is a corporation, the following is required:

MANAGER NAME/ADDRESS _____

MANAGER TELEPHONE NUMBER _____

TYPE OF RENTAL DWELLING

- _____ One family rental unit
- _____ Two family rental unit
- _____ Multi-family: 3 to 10 units- _____ number of units
- _____ Multi-family: over 10 units- _____ number of units
- _____ Rooming house, dormitory, or hotel- _____ number of units

The following information is required of **all** persons living in rental unit(s).

PLEASE PRINT LEGIBLY

UNIT #	NAME	M/F	AGE(if minor)

If this information changes during the year (i.e. tenant departure, new tenant), it must be reported within 15 days to the Borough Secretary's Office.

This completed form and fee payment must be returned to the Borough Secretary's Office, 1208 Third Avenue, Conway, PA, 15027 .

<u>DWELLING TYPE</u>	<u>FEE SCHEDULE</u>
One family unit	\$25.00
Two family unit	\$25.00
Multi-family: 3-10 units	\$20.00 per unit
Multi-family: over 10	\$15.00 per unit
Rooming houses, dormitories, and hotels	\$15.00 per unit