

**BOROUGH OF WESLEYVILLE**  
 APPLICATION FOR RESIDENTIAL RENTAL REGISTRATION & LICENSE

Please mail or bring application to:  
 Wesleyville Borough Office  
 3421 Buffalo Road  
 Erie, PA 16510-1813

Date Paid \_\_\_\_\_  
 Amount \_\_\_\_\_  
 Received by \_\_\_\_\_  
 License # \_\_\_\_\_

**VALID: JANUARY 1, 2020 TO DECEMBER 31, 2020**

Rental Unit Address, City, State, Zip

**Owner Information**

Owner Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Street Address \_\_\_\_\_ City, State Zip Code \_\_\_\_\_

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

Rental Agent Name \_\_\_\_\_ Telephone # \_\_\_\_\_

Street Address \_\_\_\_\_ City, State Zip Code \_\_\_\_\_

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

Address of Rental Property	# of Tenants	RU Number	# of Smoke Detectors	Office Use

Payment due dates for Residential Units	Fee Category	Fee per unit	# of Units	Total Cost
On or before 2/1/20	Annual Fee	\$50.00	_____	_____
Between 2/2/20 to 2/15/20	Annual + Late fee	\$75.00	_____	_____
After 2/15/20	Annual + Late fee	\$100.00	_____	_____
Within 30 days of Sale or Transfer	New Ownership	\$50.00	_____	_____

Payment due dates for Rooming House/Fraternities	Fee Category	Fee per unit	# of Units	Total Cost
On or before 2/1/20	Annual Fee	\$100.00	_____	_____
Between 2/2/20 to 2/15/20	Annual + Late fee	\$150.00	_____	_____
After 2/15/20	Annual + Late fee	\$175.00	_____	_____
Within 30 days of Sale or Transfer	New Ownership	\$100.00	_____	_____

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

Date: \_\_\_\_\_

**Tenant Listing**  
**Please COMPLETE this form**

Landlord/Property Owners Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

**TENANT(S)**

\*Please report **ANY** and **ALL** tenants below:

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

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

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

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

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

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

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

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

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

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

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

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

**CHANGE OF OWNERSHIP**

If you have sold a rental property, please report the change of ownership below, to keep our records current:

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

Current Owner: \_\_\_\_\_

New Owner: \_\_\_\_\_

Mailing Address of new owner: \_\_\_\_\_

Closing Date: \_\_\_\_\_

**OWNER'S MAILING ADDRESS CHANGE**

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

Owner's current mailing address: \_\_\_\_\_

Owner's new mailing address: \_\_\_\_\_

Effective date of change: \_\_\_\_\_