



New Britain Borough

45 Keeley Avenue ~ New Britain, PA 18901

phone: 215-348-4586 ~ fax: 215-348-5953

nbboro@newbritainboro.com

www.newbritainboro.com

Residential Rental Property Registration Form

Please complete the information below and return with a \$25.00 fee and copy of the lease

Property Owner: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email: _____ Fax: _____

Tenant Name: _____

Property Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email: _____ Fax: _____

TMP # _____

Property Description:

Basement: _____ Finished _____ Unfinished

1st Floor: _____ Living Room _____ Kitchen _____ Dining Room _____ Bathroom

2nd Floor: _____ Number of Bedrooms _____ Bathroom _____ Den _____ Loft

3rd Floor: _____ Number of Bedrooms _____ Bathroom

2nd means of escape egress from basement _____ or 3rd Floor _____

Smoke Alarms: _____ 1st Floor _____ 2nd Floor _____ 3rd Floor

Chapter 333: Rental Property Registration

(**HISTORY:** Adopted by the Borough Council of the Borough of New Britain 2-11-1992 by Ord. No. 251. Amendments noted where applicable.)

333-1 Filing of Tenant Lists with Borough

Each landlord, lessor and sublessor of property in the Borough of New Britain or the agent or manager of such landlord, lessor or sublessor, shall file with the Borough on or before July 15th of each year on a form prescribed and supplied by the Borough, a list of all resident tenants or resident lessees as of July 1st of each year.

333-2 Filing in Duplicate Required

The above form, listing resident tenants and resident lessees, shall be filed in duplicate with the Borough.

333-3 Time Requirement for Changes to List

Said list shall be supplemented within 15 days of the arrival of resident tenants or resident lessees not previously reported or of the departure of resident lessees or resident tenants previously reported.

333-4 Violations and Penalties

Any person, partnership, corporation or other form of business association which shall violate any term or provision of this chapter, shall be subject to a fine of \$25.00 for the first offense, \$50.00 for the second offense and up to \$500 for each offense after the second offense and costs of prosecution for each and every offense.