



## PLYMOUTH BOROUGH RENTAL /SALE INSPECTION APPLICATION



P.O. BOX 246  
162 WEST SHAWNEE AVENUE  
PLYMOUTH PA 18651-0246  
PHONE: (570) 779-1011 / FAX: (570) 779-2418  
EMAIL: plymouthborough@comcast.net

Fill out ONLY applicable blocks. If unknown, leave blank. Information provided is for emergency purposes and is confidential.

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

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Maximum Occupancy Per Unit: \_\_\_\_\_ Actual Number of Occupants: \_\_\_\_\_

Name of Current Tenants: List Phone Numbers of each Tenant: \_\_\_\_\_

Number of Tenant Spaces: \_\_\_\_\_ Is This Building Commercial or Residential? \_\_\_\_\_

Name of Property Manager: \_\_\_\_\_

Phone: \_\_\_\_\_ Emergency Contact: Phone: \_\_\_\_\_

This inspection is for the following: (please circle one)     **RENTAL**   /   **SALE**

\*\*\*\*Fees for Occupancy Inspections are as follows:     Residential Tenants Space - \$60.00  
Commercial Tenant Space - \$90.00

SUBMIT CHECK OR MONEY ORDER (no cash) ALONG WITH THIS COMPLETED APPLICATION TO:

Plymouth Borough  
162 West Shawnee Avenue  
Plymouth, PA 18651  
570 779-1011

\*\*\*Inspection fees must be paid in full prior to scheduling an inspection.

This inspection is an Annual Rental inspection as per Plymouth Borough Ordinance.

Prior to inspection heat, water, and electric must be operational at the residence.

I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas required for this inspection at any reasonable hour to enforce the provisions of the code(s) applicable to such inspection. I also understand that this inspection is a visual, non-invasive inspection only, and therefore hold harmless Plymouth Borough for anything that may happen within the property after the inspection.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Print Name of Owner or Authorized Agent