



558 South Ogontz Street
 York, PA 17403-5709
 Phone 717-848-2858
 FAX 717-854-8257

OFFICE USE ONLY	
TAX PARCEL ID #	48-000-
WARD _____	OCCUPANCY ID # _____
LICENSE # _____	

APPLICATION FOR 2019 ANNUAL RESIDENTIAL RENTAL UNIT LICENSE
PLEASE MAKE ANY NEEDED CHANGES BELOW. IF YOU NEED A RECEIPT, PLEASE ADVISE.

OWNER INFORMATION	
NAME	
ADDRESS	
CITY/STATE/ZIP	
PHONE	E-MAIL ADDRESS

Property owner is required to designate a local point of contact if the owner resides more than twenty (20) miles from the Township municipal limits. The point of contact is to have the authority to act on behalf of the owner.

CONTACT INFORMATION	
NAME	
ADDRESS	
CITY/STATE/ZIP	
PHONE	E-MAIL ADDRESS

RENTAL PROPERTY/UNIT INFORMATION – You must file a separate application for each unit

RENTAL PROPERTY/UNIT ADDRESS	
TYPE OF UNIT (apartment, townhouse, single family dwelling)	

CURRENT TENANT(S) AND MOVE-IN DATES:

LICENSE FEE \$145.00 PER UNIT PER YEAR – CASH (EXACT CHANGE PLEASE), CHECK OR MONEY ORDER. PLEASE MAKE THE CHECK PAYABLE TO SPRING GARDEN TOWNSHIP.	DATE PAID

**PLEASE RETURN THE ENTIRE FORM ALONG WITH YOUR LICENSE FEE TO THE ABOVE ADDRESS
 JANUARY 31, 2019**

Please call 717-848-2858 to set up the bi-annual residential rental inspection if not inspected last year.

I certify that all the information provided in this form is accurate and up-to-date as of the submission of this form.

OWNERS SIGNATURE _____ DATE _____

Failure to comply with any rental property ordinance within Spring Garden Township is subject to the following fines and penalties. (Ordinance No. 2008-08)

Any owner or occupant or other person in charge of a rental property who has failed to timely license said rental property or received notice of a violation and failed to take the necessary corrective action shall, upon conviction thereof, be sentenced to pay a fine of not less than fifty dollars (\$50.00) nor more than one thousand dollars (\$1,000.00) together with the costs of prosecution and, in default thereof, be sentenced to imprisonment in the York County Prison for a period of not more than thirty (30) days. Each day of continued violation shall constitute a separate offense.