BOROUGH OF AVALON
OCCUPANCY REPORT

ORDINANCE NO. 116:

EVERY HOMEOWNER SHALL ANNUALLY FILE AN OCCUPANCY REPORT AND WITHIN THIRTY (30) DAYS AFTER EACH AND EVERY CHANGE OF OCCUPANCY.

ORDINANCE NO. 1273

"EVERY OWNER, LANDLORD, MANAGER WHO RENTS...,IN THE BOROUGH OF AVALON TO ANY TENANT FOR A PERIOD OF TIME IN EXCESS OF THIRTY (30) DAYS, SHALL SUPPLY THE FOLLOWING INFORMATION TO THE BOROUGH SECRETARY:

A. The dwelling unit or rooming unit number or street address; and
B. The name or names of all tenants to occupy such dwelling unit or rooming unit; and
C. The mailing address of the dwelling unit or rooming unit; and
D. The period of time for which the rental is made.

The above information shall be provided to the Borough Secretary with ten (10) days of the renting; Leasing or subleasing of any dwelling unit or rooming unit in the Borough of Avalon for a period of time in excess of thirty (30) days."

ANY PERSON CONVICTED OF A VIOLATION OF THESE ORDINANCES SHALL BE SUBJECT TO A FINE OF NOT LESS THAT $50.00 AND NOT MORE THAN $300.00, AND, IN DEFAULT OF PAYMENT OF SUCH FINE, SHALL BE SUBJECT TO IMPRISONMENT IN THE ALLEGHENY COUNTY JAIL.

PLEASE PRINT USING BLACK INK

OCCUPANTS (list separately)	ADDRESS	APT #	DATE MOVED IN	DATE MOVED OUT

MAIL OR FAX TO

BOROUGH OF AVALON
OCCUPANCY REPORT
640 CALIFORNIA AVENUE
AVALON, PA 15202

PHONE: 412-761-1220
FAX: 412-761-6079

NAME AND ADDRESS OF HOMEOWNER

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DATE_____ TELEPHONE #_____