



Borough of Delaware Water Gap
49 Main Street, PO Box 218
Delaware Water Gap, PA 18327
Phone: (570) 476-0331 Fax: (570) 476-0380



Rental Residential Property Registration
Ordinance No. 281

All rental residential properties within the Borough of Delaware Water Gap shall have a property manager residing within a thirty-mile radius of Delaware Water Gap. By October 1st of each year the owner of each rental residential property shall provide to the Borough on a form prescribed by the Borough the name, address and contact phone number(s) of the individual or firm who will act as the property manager. The owner of the rental residential property may be the property manager. *Please note: The Borough of Delaware Water Gap only invoices the property owners for water, garbage & sewer. The Borough does not invoice property managers or tenants.*

All owners of rental residential property(s) must register all tenants and change of tenants within 30 days of a change in tenant occupancy with the Borough on the attached forms.

Property Owner's Information

Last Name: _____ First Name: _____

Physical Address: _____

Mailing Address: _____

Phone Number: _____

Rental Property Information

Address of Rental Property: _____

Property Tax ID #: _____

Total Number of Units: _____ (Mailing address assigned to each unit)

Rental Residential Property Registration (Continued)

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Property Manager's Information

(Must reside within a 30 mile radius of the rental(s) property)

Property Manager's Name: _____

Property Manager's Address: _____

Property Manager's Phone #: _____

Property Owner's Signature: _____

Date: _____

Rental Property Registration – Tenant Information

Last Name:

First Name:

Physical Address:

Mailing Address:

Phone Number:

Occupancy Date:

Employer Name:

Employer Phone Number:

Employer Address:

Rental Property Registration – Tenant Information

Last Name:

First Name:

Physical Address:

Mailing Address:

Phone Number:

Occupancy Date:

Employer Name:

Employer Phone Number:

Employer Address: