

Property Maintenance Division
815 Washington Street
Room 1-30
Reading, PA 19601-3690



CITY OF READING
2016 Housing
Registration Renewal
Phone: 1-877-727-3234
Fax: 610-655-6525

IMPORTANT: Please complete all sections of this form and return to the Property Maintenance Division

DUE DATES: April 1, 2016

Submission after deadline is subject to a surcharge of \$300.00

July 1, 2016

Submission after may result in revocation of Housing Registration

PROPERTY DETAILS

ACCOUNT #:

PREMISE ADDRESS:

OWNER INFORMATION

NAME (Please Print):

PHONE:

DATE OF BIRTH:

DRIVER'S LICENSE # / STATE ISSUED ID #:

EMAIL ADDRESS:

CHANGES TO MAILING ADDRESS:

INFORMATION UPDATES

Are all required fire and smoke alarms, fire escapes, and emergency exits in good working order?

_____ **YES**

_____ **NO**

Have there been any changes or alterations to the interior or exterior structural and/or mechanical components of the building or any dwelling unit therein, including repairs due to casualty loss, since the date of applying for Housing Registration or the last Renewal thereof, whichever is later?

_____ **YES***

_____ **NO**

*If **Yes**, please provide an updated floor plan drawn to scale, as well as copies of all valid permits required for such revisions.

I confirm that I have a current **Business Privilege License**.

_____ **YES**

_____ **NO (Vacant)**

_____ **NO (Owner Occupied or Family Occupied)**

(Please circle applicable option)

REQUIRED SIGNATURES

I hereby verify that this property is compliant with the minimum Property Maintenance Health and Safety requirements as per City of Reading Ordinance. I understand that false statements herein are subject to the penalties of 18 Pa.C.S Section 4904, relating to unsworn falsification to authorities.

Signature of Property Owner

Date Submitted