

**APPLICATION FOR TENANT REGISTRATION LICENSE  
ORDINANCE NO. 1494**

2024

**BOROUGH OF DORMONT**  
1444 Hillsdale Avenue · Pittsburgh, PA 15216  
(P) 412 561 8900 (F) 412 561 7805

Name of Owner \_\_\_\_\_

Address of Owner \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (    ) \_\_\_\_\_

Email address \_\_\_\_\_

Would you be willing to receive future Tenant Registration packets through email? YES      NO

Address of Property (Number & Street)	# Units	x \$10 / Unit <small>(\$20/unit if submitted after 1/31/24)</small>
		\$

- Minimum one approved fire extinguisher/unit     Minimum one approved smoke detector/unit

**Management or Agent responsible for building-IF different from owner**

Name \_\_\_\_\_

Address \_\_\_\_\_ 24 Hour Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

*Issuance of this license in no way implies exemption from State or Federal laws. All rental properties within the Borough of Dormont must comply with all requirements set forth in the Building and Zoning Codes. This license is valid for one Fiscal Year (from January 1 through December 31).*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

- LIST NAMES AND PHONE NUMBER OF TENANTS ON REVERSE SIDE
- ENCLOSE SELF-ADDRESSED, STAMPED ENVELOPE, IF A RECEIPT OF PAYMENT IS REQUESTED
- IF YOU HAVE RECENTLY SOLD YOUR PROPERTY OR NO LONGER RENT: PLEASE RESPOND IN ORDER TO AVOID FURTHER NOTICES
- MAIL TO THE ATTENTION OF TENANT REGISTRATION

**PAYMENT BY CREDIT CARD**

**(PLEASE NOTE, THERE IS A CONVENIENCE FEE OF AT LEAST \$2.50)**

Check One:     Visa     Mastercard     Discover      Exp. Date: \_\_\_\_\_ CVV Code: \_\_\_\_\_

Credit Card Account # \_\_\_\_\_ Signature: \_\_\_\_\_

**ONE ADDRESS/BUILDING PER APPLICATION**

**APPLICATION WILL BE REJECTED IF TENANT NAMES & NUMBERS ARE NOT COMPLETE**

**FOR OFFICE USE ONLY**

Date Payment Received \_\_\_\_\_ Amount \_\_\_\_\_ Ck # \_\_\_\_\_  
License No. \_\_\_\_\_ Initials \_\_\_\_\_

