

# Rental Unit Occupancy License Tenant Information Sheet

In addition to the obligations set forth in any Residential Rental Agreement, Tenant and Landlord hereby agree as follows:

1. The Owner or Owners representative for the leased premises shall be as follows:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

2. The Landlord shall be responsible for regularly performing all routine maintenance, including lawn mowing and ice and snow removal, and for making any and all necessary repairs in and around the leased premises, except for any specific tasks which the parties hereby agree shall be delegated to the Tenant and which are identified as follows:

\_\_\_\_\_  
\_\_\_\_\_

3. The maximum number of persons permitted to occupy the unit shall be \_\_\_\_\_ and the maximum number of persons permitted in the common areas of the leased premises at any time shall be \_\_\_\_\_.
4. The Tenant has been provided with a list of basic property maintenance requirements for the appropriate municipality.
5. The tenant has been provided with contact information for the Central Keystone Council of Governments, Code Enforcement Department.
6. All Smoke Detectors, Carbon Monoxide Detectors, Fire Extinguishers or other Fire Safety equipment are in operating condition as of todays date. Tampering or removing ANY Fire Safety Equipment by the tenant or any other person can result in a Citation being issued and fines of up to \$1000 issued by the courts.

\_\_\_\_\_  
TENANT

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
TENANT

\_\_\_\_\_  
OWNER

Note: THIS SIGNED FORM MUST BE MADE AVAILABLE TO THE CENTRAL KEYSTONE COG WITHIN 24 HOURS WHEN REQUESTED.