



BOROUGH OF WESLEYVILLE

Municipality in Erie County, Pennsylvania

APPLICATION FOR RESIDENTIAL RENTAL REGISTRATION & LICENSE

PLEASE COMPLETE ALL INFORMATION REQUESTED (INCLUDING 2ND SIDE)

Date

Owner's Name

Owner's Street Address – City, State, Zip Code

Owner's Phone

Owner's Email Address

Rental Agent/Property Manager (if applicable)

Rental Agent/Property Manager's Address

Rental Agent/Property Manager's phone # and

Rental Agent/Pro Email Address

IMPORTANT – must have name and number of a local contact (within 50 miles from Wesleyville).

Name _____ Phone # _____

Street Address of Rental Property	Apt or Unit Number	Name of Tenant(s)

IF ADDITIONAL SPACE IS NEEDED, PLEASE SUBMIT ON AN EXCEL SPREADSHEET

Borough Hall

Website

Email

Phone

Fax

3421 Buffalo Road, Erie, PA, 16510-1813

Wesleyville.gov

Admin@wesleyville.gov

(814) 899-9124

(814) 898-0026





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Payment Due Dates for Residential Units	Fee Category	Fee Per Unit	# of Units	Total Cost
On or Before 2/1	Annual Fee	\$75.00	_____	_____
Between 2/2 to 2/15	Annual + Late Fee	\$100.00	_____	_____
After 2/15	Annual + Late Fee	\$125.00	_____	_____
Within 30 Days of Sale or Transfer	New Ownership	\$75.00	_____	_____

Payment Due Date for Rooming House, Fraternities and Airbnb	Fee Category	Fee Per Unit	# of Units	Total Cost
On or Before 2/1	Annual Fee	\$125.00	_____	_____
Between 2/2 to 2/15	Annual + Late Fee	\$175.00	_____	_____
After 2/15	Annual + Late Fee	\$200.00	_____	_____

CHANGE OF OWNERSHIP

If you have sold a rental property, please report the change of ownership below, to keep our records current:

Property Address: _____

New Owner: _____

Mailing Address of New Owner: _____

New Owner Phone Number: _____

Closing Date: _____

OWNER'S/RENTAL AGENT MAILING ADDRESS CHANGE

Property Address: _____

Owner's new mailing address: _____

Effective Date of change: _____

Signature of Applicant: _____

Date: _____