

AN ORDINANCE REQUIRING ALL LANDLORDS TO LIST ALL TENANTS OVER EIGHTEEN YEARS OF AGE AND PROVIDING PENALTIES FOR THE VIOLATION HEREOF.

BE IT ENACTED AND ORDAINED by the Borough Council of the Borough, and it is hereby enacted and ordained as follows:

Section 1. Every person owning any property within the Borough which is rented, in whole or in part, to one or more persons for residential purposes shall certify to the Borough Secretary a list of all lessees and tenants over 18 years of age and their respective addresses on or before March 31 and September 30 of each year. The forms shall be provided by the Borough for the purpose of such registration.

Section 2. Any person owning any property within the Borough which is rented to one or more persons for residential purposes who willfully or negligently fails to submit tenant lists as required by Section 1, above, shall be liable for, in addition to other penalties herein provided, such sums as would have been billed by the Borough if such tenant list had been provided less any sums actually received from such tenants for the fiscal year for which the list was not provided.

Section 3. Any person who shall violate or fail, neglect or refuse to comply with any of the provisions of this Ordinance, shall, upon conviction of a summary offense by a District Justice be fined not less than \$25.00 nor more than \$300.00 for each offense, shall be ordered to pay to the Borough any losses incurred by the Borough as provided in Section 2, above, together with the costs of this action, and in default of payment thereof, be committed to the County Prison for a period not exceeding thirty (30) days.

Section 4. Should any section or provision of this Ordinance be declared to be invalid by the courts, such decision shall not affect the validity of the Ordinance as a whole, not the validity of any other section or provisions of the Ordinance than the one so declared.

Section 5. All other ordinances or parts of ordinances which are contrary to the provision of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

This is a sample ordinance. We suggest that it be modified, as appropriate, to fit the needs of your borough. We also suggest that all proposed ordinances be reviewed by your solicitor. Although these are samples of ordinances which have been adopted by other municipalities, the Association cannot assume responsibility for ensuring their legality. We are pleased to provide this service free of charge to our members. If we can be of further assistance, please do not hesitate to contact us: **PENNSYLVANIA STATE ASSOCIATION OF BOROUGHS**, 2941 North Front Street, Harrisburg, PA 17110. 717-236-9526.