

BOROUGH OF MIDDLETOWN  
DAUPHIN COUNTY, PENNSYLVANIA 17057  
LANDLORD- TENANT REPORT  
ORDINANCE NO. 635

FORM 219a  
rev. 07-2005

**INSTRUCTIONS:**

- 1- A separate report is to be filed for each tenant, except that husband and wife may be listed separately on the same report.
- 2- This report is to be used for occupancy, use and vacation of the premises
- 3- All persons eighteen (18) years of age and above are to be listed.

1-Landlord Name(s): \_\_\_\_\_

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

Phone / Emergency contact: \_\_\_\_\_

2- Dwelling Unit (s):

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

Apartment / Room No \_\_\_\_\_

Number of Occupants \_\_\_\_\_

Use & Occupancy Certificate Number: \_\_\_\_\_

Date of occupancy \_\_\_\_\_

Date of vacation \_\_\_\_\_

3- Tenant list: (List husband and wife separately)

Name(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4- Business Unit :

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

Phone / Emergency contact: \_\_\_\_\_

Business Certificate Number: \_\_\_\_\_

Use & Occupancy Certificate Number: \_\_\_\_\_

Date of occupancy \_\_\_\_\_

Date of vacation \_\_\_\_\_

**5- \*Habitable Floor area per dwelling unit:**

The sum of the horizontal areas of all rooms used for habitation such as living room, dining room, kitchen and bedrooms. Do not include hallways, stairways, cellars, attics, service rooms, utility rooms, bathrooms, closets, nor unheated areas such as enclosed porches, or rooms without at least one window or skylight opening unto an outside yard or court.

**\*Habitable Floor Area: Square Feet (total) \_\_\_\_\_**

Living room sq ft \_\_\_\_\_ Dining room sq ft \_\_\_\_\_

Kitchen sq ft \_\_\_\_\_

Bedroom sq ft \_\_\_\_\_ Bedroom sq ft \_\_\_\_\_

Bedroom sq ft \_\_\_\_\_ Bedroom sq ft \_\_\_\_\_

Non-bedroom sleeping area sq ft \_\_\_\_\_

Attic sleeping area:        yes \_\_\_\_\_ no \_\_\_\_\_

Smoke detectors:        yes \_\_\_\_\_ no \_\_\_\_\_

Basement dwelling unit:    yes \_\_\_\_\_ no \_\_\_\_\_

**Description / Floor sketch: (additional sheets may be attached as required)**

**I hereby certify the information provided herein, as required by the Code of the Borough of Middletown, to be correct and accurate to the best of my knowledge based on actual inspection.**

**Landlord's Signature: \_\_\_\_\_**

**Date Filed : \_\_\_\_\_**