

REQUEST FOR BUYER NOTIFICATION INSPECTION

ADDRESS OF PROPERTY TO BE INSPECTED: _____

NUMBER OF UNITS: _____

NAME & ADDRESS OF REQUESTING PARTY: _____

CONTACT PERSON - PHONE NUMBER: _____

SELLER'S NAME & ADDRESS: _____

PURCHASER'S NAME & ADDRESS: _____

(Please check one)

PRIMARY RESIDENCE _____

RENTAL _____

(If checking rental, please complete back of this form)

COST OF INSPECTION IS \$75.00 PER UNIT. PAYMENT AND COMPLETED REQUEST FORM MUST BE RECEIVED PRIOR TO INSPECTION - NO EXCEPTIONS. YOU WILL BE NOTIFIED BY PHONE TO ARRANGE FOR AN INSPECTION. PLEASE MAIL COMPLETED FORM WITH PAYMENT TO:

**WILKES-BARRE CITY OF CODE ENFORCEMENT
40 EAST MARKET STREET
WILES-BARRE, PA 18711**

WILKES-BARRE CITY RENTER'S REPORT

THIS IS NOT A CONTRACT.

This is a document that shall be used by the City of Wilkes-Barre to maintain accurate records of the residents living within the City for purposes including, but not limited to, tax collection, census counting and proper head counts for use in obtaining state and/or federal funding. The information contained herein shall *not* be for public dissemination, but may be used by any office of the City of Wilkes-Barre in furtherance of legitimate City business.

INSTRUCTIONS: Please provide the names of all tenants who were 18 years of age or older and who reside in that specific unit currently or at any time during the previous twelve (12) months.

TENANT NAME(S) 18+ YEARS OLD	TERM OF LEASE	DATE TERM BEGINS

By signing this **RENTER'S REPORT**, the undersigned hereby warrants that the information contained in this document is true to the best of your knowledge, and that you have authority to file and furnish this information as the owner/landlord or their agent.

DATE: _____

SIGNATURE: _____