

Trappe Borough, Montgomery County, PA

525 West Main Street Trappe, PA 19426

Phone: 610.489.7181 Fax: 610.489.8827

Website: www.trappeborough.com



INSTRUCTIONS:

- Please submit separate forms for EACH rental unit/apartment
- If a unit is vacant, still submit form, listing “Primary Occupant” Name as “Vacant”
- Deadline to return completed form(s) to Borough Hall is **APRIL 1**. (*Use any of the contact methods listed at the bottom of this page.*)

ANNUAL TENANCY REPORT – Residential Rental Unit

Rental Address: _____

Rental Unit (if applicable): _____

Occupant #:	Occupant Name - <i>Full name for adults; First name only for minors:</i>	Daytime Phone #:	Occupation:
#1 Primary Occupant			
# 2			
# 3			
# 4			
# 5			
# 6			

Owner/Manager Signature: _____

Owner/Manager Email: _____
(*Will be used to send annual reminder to submit this report*)

Submission Date: _____

Mail: 525 W Main St, Trappe, PA 19426

Fax: 610-489-8827

Email: Admin.Assistant@trappeborough.com