

BOROUGH OF SOUDERTON
PROPERTY OWNER REGISTRATION
Registration Information for Calendar Year 2026 (Date)

I. Property Address: _____

II. Name of Property Owner _____

Property Owner/Manager Emergency Phone No _____

Name of Contact _____

Email Address _____

Mailing Address _____

Owner/Property Manager of Building

Initial/Annual registration (per building) Fee \$ 75.00

A registration will be mailed each year for renewal. Owner is responsible to make correction and return the registration with updated information. If you own the commercial property and operate the sole business within the building no registration is required, however you must obtain a Business License.

- Residential inspection every 2 years Fee \$ 37.50 per unit per year
- Business inspection every 2 years Tenant responsible see fees below

Business Occupant/Tenant

Business License & includes Inspection every 2 years Fee \$ 125.00

III. Property Information

Number of Commercial Units: _____

Number of Residential Rental Units: _____

Location of Off-Street Parking Areas:

Provide information for each business operating within the property, use additional sheets as necessary.
Residential rental must include occupants over the age of 18 years of age.

Unit Location/Address: _____ (i.e.: 123 2nd St., Unit 1)

Tenant Information:

Business Name _____

Owner of Business _____

Mailing address _____

Email Address _____

Cell Phone Number/ Emergency Contact Number _____

Unit Location/Address: _____ (i.e.: 123 2nd St., Unit 1)

Tenant Information:

Business Name _____

Owner of Business _____

Mailing address _____

Email Address _____

Cell Phone Number/ Emergency Contact Number _____

Unit Location/Address: _____ (i.e.: 123 2nd St., Unit 1)

Tenant Information:

Business Name _____

Owner of Business _____

Mailing address _____

Email Address _____

Cell Phone Number/ Emergency Contact Number _____

Unit Location/Address: _____ (i.e.: 123 2nd St., Unit 1)

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