

Borough of Darby
Department of Code Enforcement
1020 Ridge Avenue, Darby, PA 19023
610-586-0428

RENEWAL 2026
APPLICATION FOR APARTMENT LICENSE

Owner (First & Last Name): _____

Owner (Address): _____

Owner (City, State & Zip): _____

Owner (Phone Number plus Emergency Number): _____

Rental Property Address: _____

Under Provisions of the Code of the Borough of Darby, Chapter 84, it shall be the duty of every owner, proprietor or operator of any Apartment House, Hotel, Boarding House or Two Family Dwelling who intends to operate such business to apply to the Borough in writing for inspection and licensing prior to the beginning of such business and yearly thereafter.

The annual license fee for each Apartment shall be One Hundred and Seventy-Five Dollars (\$175.00) for each unit. An Apartment Unit shall, within the meaning of this chapter, be the space occupied by one (1) family. The annual license fee for rooming, lodging and boarding houses shall be Sixty Dollars (\$60.00) per room. This license fee is for **Calendar Year 2026** and shall be payable to the Borough of Darby on or before **January 31st**. There is a seventy five dollar (\$75.00) fee for no-shows at inspections.

NUMBER OF APARTMENTS: _____ NUMBER OF ROOMS: _____

EMERGENCY CONTACT PERSON: _____ PHONE: _____

NAME(S) OF TENANT(S): _____ APT/ROOM NO: _____

NAME(S) OF TENANT(S): _____ APT/ROOM NO: _____

NAME(S) OF TENANT(S): _____ APT/ROOM NO: _____
(USE OTHER SIDE FOR ADDITIONAL TENANTS)

SIGNATURE OF APPLICANT: _____

THE OWNER IS RESPONSIBLE TO CALL AND SCHEDULE AN INSPECTION WITHIN 60 DAYS OF THE DATE ON THE RECEIPT!