

# 2026 SHORT TERM RENTAL RENEWAL APPLICATION

PAUPACK TOWNSHIP, WAYNE COUNTY PA

EXISTING PERMIT #		TAX ID #	
PROPERTY OWNER			
NAME			
MAILING ADDRESS			
CITY		STATE	
PHONE #			ZIP
EMAIL			
24 HOUR CONTACT PERSON			
PHONE #			
NAME OF COMMUNITY ASSOCIATION			
MAILING ADDRESS			
PROPERTY ADDRESS			
ADVERTISING AGENCY			
LISTING LINK			
APPLICANT/OWNER CERTIFICATION			

I (We) hereby represent that the information provided herein and documents submitted herewith are true and correct and request that a Short Term Rental Permit be issued in reliance thereon. Further, I (We) have read all regulations pertaining to the operation of a Short Term Rental and agree to comply with them and the Paupack Township Short Term Rental Ordinance. Signing of this application authorizes the Township Compliance Officer access to the property to perform all inspections required and/or respond to a violation to ensure compliance with the Paupack Township Short Term Rental Ordinance.

OWNER(S) SIGNATURE:	DATE
CO-OWNER:	DATE

**"COMPLETE" APPLICATION MUST BE SUBMITTED WITHIN NINETY (90) DAYS OF EXPIRATION DATE**

**RENEWAL APPLICATION FEE: \$500.00 - CHECK PAYABLE TO PAUPACK TOWNSHIP**

*LATE APPLICATIONS ARE SUBJECT TO A 20% LATE FEE ( AFTER MARCH 31<sup>ST</sup> )*

## COMPLIANCE OFFICER USE ONLY

DATE APPLICATION RECEIVED: \_\_\_\_\_ FEE: \$ \_\_\_\_\_ CHECK# \_\_\_\_\_ CASH \_\_\_\_\_

APPLICATION COMPLETE (\_\_\_\_) APPLICATION INCOMPLETE (\_\_\_\_)

REASONS: \_\_\_\_\_

PERMIT ISSUED: (\_\_\_\_) PERMIT DENIED: (\_\_\_\_)

REASONS: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

COMPLIANCE OFFICER \_\_\_\_\_

There is a \$50.00 charge for re-inspections

**RETURN COMPLETED APPLICATION AND ALL SUPPORTING DOCUMENTATION TO:**

PAUPACK TOWNSHIP SHORT TERM RENTAL COMPLIANCE OFFICER

25 DANIELS ROAD  
LAKEVILLE, PA 18438

PHONE: (570) 226-3115  
(570) 226-1359