



Tunkhannock Township

1557 Long Pond Road | P.O. Box 203 | Long Pond, PA. 18334
Office: 570-646-3008 | Fax: 570-643-5469 | www.longpondpa.com

3.1.2026

SHORT-TERM RENTAL PERMIT RENEWAL APPLICATION

Rental Property Address

Application fee \$250
(non-refundable)

Property Owner Name: _____

Mailing Address: _____

Phone: _____

Alt Phone: _____

Email: _____

Managing Agency, Agent or Local Contact Person: _____

Mailing Address: _____

Phone: _____

Alt Phone: _____

Email: _____

I/We Hereby Certify to the Following: (all boxes must be checked)

- A minimum of \$500,000 liability insurance coverage is maintained to cover the commercial use of the short-term rental.
- All safety devices including smoke detectors, CO2 detectors and fire extinguisher are installed and in working order.
- There have been no interior alterations affecting the number of bedrooms.

Required Documents to be Submitted:

- Verification all owed hotel and sales taxes have been paid (E-Tides/County Quarterly Reports - most recent 3 quarters)
- Septic Tank Pumping Record (as applicable, every three years)

I/We hereby certify that the above information is true and correct. I further understand that any false information is subject to enforcement as provided in Tunkhannock Township Ordinance 2019-01

Owner Signature

Date

Managing Agency/Agent/Local Contact

Date