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| **Smoke Detectors and CO Detectors** | |
|  | Minimum of one (1) smoke detector on each level of the dwelling |
|  | Minimum of one (1) smoke detector in hallways/rooms connecting bedrooms |
|  | Minimum of one (1) smoke detector **inside** each bedroom |
|  | All smoke detectors have been tested and are in good working order. |
|  | One (1) CO detector in vicinity of any fossil fuel appliance (furnace, stove, water tank, etc.). |

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| **Electrical** | |
|  | No open wiring or splices. |
|  | Images Junction box has cover plate with no visible fire or safety concerns |
|  | Cover plates are present on all outlets and switches. |
|  | No damage to outlets, switches, or cover plates. |

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| **Basic Fire Safety** | |
|  | Path to fire escapes are unencumbered. |
|  | \*\*Annual fire inspection has been completed (buildings with three (3) or more units). |
|  | Images House/building numbers are four (4) inches in height (minimum) and visible upon approach |

* Photos must be submitted to FireDepartment@CityOfButler.org for these items.

\*\* Only applicable to buildings with three (3) or more units connected by an interior common space.

The abatement issues listed below **should** include property code issues **not** on the checklist.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Known Abatement Issues**  Description | Estimated Date of Abatement | Acknowledgements | | |
| Landlord | tenant | |
|  | \_\_\_/\_\_\_/\_\_\_ |  | |  |
|  | \_\_\_/\_\_\_/\_\_\_ |  | |  |

* If **no** abatement issues are present, the landlord may keep the physical copy of this form without official submission to the City. It must be presented to City Code Enforcement upon a property being cited under any City Code.
* Completion of this form must be acknowledged during Rental Occupancy reporting if a physical copy is not provided to the city.
* If there are known abatement issues, a physical copy of this form **must** be submitted to the City Building within ten (10) of the tenant taking occupancy of the property.
* If more than two abatement issues exist, attach on a separate piece of paper with the above information and acknowledgments completed.

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| **Tenant, Landlord, and City Relations Requirements** | |
|  | Rental occupancy report has been updated with the City Treasurer’s office. |
|  | Tenant has been informed of their rights under the PA Law and City Ordinances |
|  | Tenant has been provided a copy of this report upon taking occupancy. |

By signing below, both parties agree all parts of this form are true and accurate.

|  |  |  |  |
| --- | --- | --- | --- |
| Landlord | | Date | Contact Information (optional) |
|  | | \_\_\_/\_\_\_/\_\_\_ |  |
| Tenant | | Date | Contact Information (optional) |
|  | | \_\_\_/\_\_\_/\_\_\_ |  |
| **Property Address:** |  | | |