




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.).
Electrical	
	No open wiring or splices.
	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.
Basic Fire Safety	
	Path to fire escapes are unencumbered.
	**Annual fire inspection has been completed (buildings with three (3) or more units).
	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.

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:		