



Please complete the application and return to the Code Enforcement Division either by mail or dropping off the application. **Attach the \$25.00 rental license fee with the application.**

Each dwelling unit requires a separate application.

Owner Information:

RENTAL PROPERTY ADDRESS: _____

Property Owner Name: _____

Property Owner Address: _____

Home Phone Number: (_____) _____ Cell Phone Number: (_____) _____

Email Address: _____

A property owner *may* appoint a person or management company to serve as a local agent of the owner. All of our correspondence is with the property owner unless owner checks box below.

Agent Information: Please send all correspondence to my agent

Name: _____

Company: _____

Address: _____

City: _____ State: _____

Zip Code _____

Phone Number: (_____) _____

Email Address: _____

Section 8 Housing:

Yes No

If yes, date of last inspection:

When Section 8 is verified, no additional inspection is necessary. You must notify when dwelling is no longer Section 8.

There is no license fee if property is Section 8.

Signature

Date

For Staff Use:

License Number: _____

PAID: STAFF Initials _____

Case Number: _____

Inspector Id: _____