



## RENTAL REGISTRATION APPLICATION

The following information is required before your rental property (ies) can be officially registered with the City of Benton Harbor Inspection Department. All rental units/properties must be registered with the City of Benton Harbor, beginning July 1<sup>st</sup> of each occurring year.

**Special Notice:** (P.O. Box is not acceptable). You the **OWNER** must indicate a valid mailing address. **(NO EXCEPTIONS).**

### OWNER INFORMATION ONLY:

Name Douglas Shafer Address 29150 C Drive North

City, State & Zip Code Albion, MI, 49224

Soc Security # X X X - X X - \_\_\_\_\_ D.O.B. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Race (optional) \_\_\_\_\_

**PLEASE LIST RENTAL OR PROPERTIES IN THIS AREA INCLUDING PROPERTY TYPE, IF ADDITIONAL ROOM IS NEEDED PLEASE INDICATE ON THE BACK OF THIS FORM:**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### PROPERTY MANAGER INFORMATION ONLY:

Name \_\_\_\_\_ Address \_\_\_\_\_

City, State & Zip \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

\_\_\_\_\_  
**Property Manager Signature**

\_\_\_\_\_  
**Date**

By signing below **your signature** acknowledges that you have registered your rental property or properties as the **OWNER** of the listed address (es) and **NOT** as a **MANAGER OR LEASEE** under a Lease to Own Agreement. I understand that I am the responsible party for adhering to the requirements of the Benton Harbor Code of Ordinances and to maintain my property accordingly.

\_\_\_\_\_  
**Owner Signature**

\_\_\_\_\_  
**Date**

**FOR OFFICE USE ONLY:** ACCEPTED  INCOMPLETE  DENIED