

City of Loveland
Building & Zoning Department
120 W. Loveland Ave.
Loveland, Ohio 45140
www.lovelandoh.gov
O-513-707-1450
F-513-583-3032



RENTAL REGISTRATION APPLICATION

FOR CITY OF LOVELAND BUILDING AND ZONING DEPARTMENT USE ONLY:

COUNTY REGISTRATION # _____ DATE RECEIVED: _____ RECEIVED BY: _____

NOTE: THIS APPLICATION MUST BE TYPEWRITTEN OR PRINTED CLEARLY

Owner Name: _____ Owner Company: _____

Owner Mailing Address: _____

Owner City: _____ Owner State: _____ Owner Zip Code: _____

Owner Phone Number¹: Home () _____ Mobile () _____ Work () _____

Owner E-Mail Address: _____

As the owner of the property or properties listed on this application, I hereby authorize the person/entity listed below to serve as my agent in all matters regarding this property with the City of Loveland. I understand that my agent's decisions can result in legal action against me as owner. I certify that the property or properties listed on this application are in compliance with the International Property Maintenance Code² and the Fire Prevention Code³. Furthermore, I also certify that I have filed with the City's Tax Administrator a written report pursuant to Section 184.23 of the City of Loveland Code of Ordinances⁴. I declare that all information contained in this application (and supporting documentation) is true to the best of my information, knowledge, and belief and that I will surrender my Rental Registration if the property changes ownership before the expiration date of the registration application.

Owner's Signature _____ Date _____

If the owner is a partnership, corporation, firm, trust, association, organization, or other group acting as a unit, complete the following:

¹ Applicant must provide at least one owner phone number.

² Access the International Property Maintenance Code online at:

<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OHLoveland>

³ Access the Fire Prevention Code at:

<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OHLoveland>

⁴ Access to Section 184.23 online at:

<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OHLoveland>

Agent Name: _____ Agent Company: _____

Agent Mailing Address: _____

Agent City: _____ Agent State: _____ Agent Zip Code: _____

Agent Phone Number⁵: Home () _____ Mobile () _____ Work () _____

Agent E-Mail Address: _____

Tax ID# of corporation or partnership: _____

I hereby agree to serve as agent for the owner regarding the property or properties listed on this application, and I accept the duties and responsibilities thereby created. I certify that the property or properties listed on this application are in compliance with the City of Loveland Property Maintenance Code.

Owner's Signature _____ Date _____

As the owner and/or agent of the property or properties described herein, I ☐ **do** ☐ **do not** consent to a full inspection of the property or properties set forth in this application. I understand that if I have consented to a full inspection of the property, the City of Loveland and/or its code officials/agents will contact me directly at the phone number and/or email address listed in this registration application to schedule a time for an inspection to be completed. I understand that I have no legal obligation to consent to a full inspection of the property or properties, but if I do not consent to a full inspection, I understand that the City of Loveland's code officials/agents may appear before a judge of a court of competent jurisdiction to request an administrative search warrant to allow a full inspection of the property or properties.

Owner's Signature _____ Date _____

24-HOUR POINT OF CONTACT INFORMATION

Name: _____ Company: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number⁶: Home () _____ Mobile () _____ Work () _____

E-Mail Address: _____

Relationship/Business Title: _____

⁵ Applicant must provide at least one phone number

⁶ Applicant must provide at least one phone number

RENTAL UNIT(S)

Enter the information for each rental unit, including unit number, if applicable. Refer to the footnotes for helpful information.
Use the Additional Rental Units sheet if you own more than 20 rental units.

Number	Rental Property Address	<u>Parcel I.D.</u>	Number of Bedrooms	Dwelling Type ⁷	Status ⁸
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

⁷ Dwelling Type: Single Family, Multi-Family (4 or more units)

⁸ Status: N (New), R (Renewal), CO (Change in Ownership)