



RENTAL REGISTRATION APPLICATION

COMMUNITY SERVICES DEPARTMENT

OFFICE PHONE – 972/744-4180 • FAX – 972/744-5802

- Please check if there has been a change in occupancy or tenants since the last registration date.
- Please check if this property is owner occupied but has individual rooms rented.

Address of Rental Property:	
Primary Tenant Name:	
Tenant's Phone:	
Date of Occupancy:	Number of Occupants:

Please complete the appropriate information below:

INDIVIDUAL OWNER

Owner's Name:	
E-mail Address:	
Address:	
Phone:	(work)

PARTNERSHIP

Partnership/Company Name:	
List the name, business address and phone number of each partner:	

CORPORATION

Corporation Name:	
Is this a Foreign Corporation? YES <input type="checkbox"/> NO <input type="checkbox"/>	Place of Incorporation:
Incorporated under the State of Texas Laws? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Mailing Address:	
Business Location:	
Local Person in Charge:	Phone Number:
Email Address:	
List the names of all officers, directors and trustees:	

PROPERTY MANAGEMENT COMPANY

Property Management Company:	
Address:	
Email Address:	
Agent's Name:	Phone Number:

Signature of Owner/Agent	Date
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Mail to: City of Richardson Community Services P.O. Box 830309 Richardson, TX 75083	Fax to: 972-744-5802	A penalty (max \$2,000) for failure to register the property or for providing false information.	FOR OFFICE USE ONLY
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