

# RENTAL UNIT REGISTRATION FORM

**Each Parcel requires a separate registration form**



## Section I: Owner(s) Required

Owner refers to person or persons with legal title

Please  type of owner: Individual ( ), Sole Proprietorship ( ), Partnership ( ), Corp. ( ), Trust ( ), Other ( )

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

## Section II: Complete only if the owner uses the services of an Property Manager or alternate contact person

Property Manager: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Responsible Party: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Total number of units on Parcel: \_\_\_\_\_

Revised 01/07/2020

List the each additional address on the parcel and  the type of all premises and residential structures the unit count

**Mail the completed application to:**  
City of Omaha Planning  
Housing Enforcement  
1819 Farnam St Suite 1003  
Omaha, NE 68183

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

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Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

**Additional properties may be listed on supplemental pages**

I hereby acknowledge under penalty of law that I have completed this registration form truly and accurately to the best of my knowledge.

\_\_\_\_\_  
Owner or Operator Signature

\_\_\_\_\_  
Date

**CITY OF OMAHA**  
**Planning Housing Enforcement Division**  
**RENTAL UNIT REGISTRATION FORM**

Owner's Name: \_\_\_\_\_

List the address and  $\surd$  the type of all premises and residential structures with rental, land contract and vacant units:

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

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Address: \_\_\_\_\_

Type: Single-family ( )  
Multi-family ( ) number of units if multi-family \_\_\_\_\_

\_\_\_\_\_  
Owner or Operator Signature

\_\_\_\_\_  
Date