

City of Carbondale Building and Neighborhood Services 200 S. Illinois Avenue Carbondale, Illinois 62901 Phone (618) 457-3237 Fax (618) 457-3288 Explorecarbondale.com

RENTAL HOUSING REGISTRATION AND DESIGNATION OF AGENT

The purpose of this filing is: (Check all that apply)										
Initial Information		Change of Ownership Information								
Chang in Property Information		Change in Agent/Agent's Information								
Renewal										
OWNERSHIP INFORMATION										
Company Name (if applicable)		Owner(s)/Chief Officer								
Driver's License Number	Issuing State		DOB							
Address	City/State		Zip Code							
Home/Cell Phone	Work Phone		Email Address							
Ownership (check one that applies):	Individual(s)		Partnership							
Corporation/LLC	Land Trust		Estate							
 A. Partnership: List names, addresses and telephone numbers of partners below B. Corporation/LLC: List names, addresses and telephone numbers of corporate officers and agent and state of incorporation below C. Land Trust: List names, addresses and telephone numbers of trustee below 										

PROPERTY INFORMATION												
H=House (Single Unit Dwelling	MH=Mobile Home D=Dup			lex A=Apartment			nt	O=Other (explain on reverse side)				
Address			# of Dwelling Units		ling Units				of Dwelling(s) k all that apply)			
		, ,		H MH		МН	D	A	0			
If more room is needed attach a list.												
AGENT INFORMATION												
Note: Individual property owners who reside in Jackson, Union, Williamson, Randolph, Franklin or Perry County, Illinois may designate themselves as Agent. All other owners must designate as an Agent a person who resides in one of the above listed counties.												
Is the agent the own	er? Yes			No (Agents Information Below)								
Name			Email Address									
Home Phone			Work Phone				Cell Phone					
Home Address Work Address												
The undersigned owner affirms that the information herein is correct and hereby designates the above named Agent to receive notices concerning the listed property(ies). The Agent of his/her designee is												
											18	
also authorized to grant the City of Carbondale access to the interior and exterior of the listed property(ies) for the purpose of conducting housing inspections pursuant to Revised Code of the City of Carbondale Section 4-4-16-D.												
Signature			Date									
The undersigned acknowledge that he/she is the agent for the above owner for the herein listed property(ies) and agrees to accept notices form the City concerning the listed property(ies) and to grant the City access to the interior and exterior of the listed property(ies) for the purpose of conducting housing inspections pursuant to the Revised Code of the City of Carbondale Section 4-4-16-D. Signature Date												
FOR OFFICE USE ONLY												
Date Received					Database Inp							