CITY OF NORWICH

BUILDING & CODES DEPARTMENT
One City Plaza,
Norwich NY 13815
Tel. 607-334-1242 Fax: 607-334-1222

RENTAL REGISTRATION FORM

Please - type or print clearly

1. Address of Rental Property: _____ Tax ID #: _____

2. Names(s) of owner(s): _____

   Street Address: _____

   City, State, Zip Code: _____

   Home Phone: _____ Cell Phone: _____

   Work Phone: _____ Email: _____

If the owner resides outside of Chenango County, New York a property agent is required:

3. Property Agent Name: _____

   Street Address: _____

   City, State, Zip Code: _____

   Home Phone: _____ Cell Phone: _____

   Work Phone: _____ Email: _____

4. Type of Premises:
   - ☐ Single Family
   - ☐ Two Family
   - ☐ Multi Family # of Units _____
   - ☐ Mixed Use (i.e. store/office; apartment(s) # of Units _____
   - Boarding House/Rooming House # of Units _____

5. Do you have an automatic fire alarm system? ☐ yes ☐ no

6. The owner/property agent must give notice to the building occupants, prior to any inspection of living quarters. Failure to serve notice of inspection on occupants may constitute a violation of tenant's rights. Your signature on this document acknowledges your responsibility in this matter and affiliated obligation to serve notice of inspection.

7. I here by consent to grant right of entry to above referenced property for the purpose of inspection to ensure compliance with the Codes of the City of Norwich.

_____ _____
Signature of owner(s) Signature of Property Agent

_____ _____
Date Date