

RENTAL PROPERTY REGISTRATION

(For Exception Form, see page 2)

Owner / Officer / Agent Information

Section A. State of Ohio requires owners of residential rental property to register properties with the County Auditor. **It's the law and failure to register may subject you to fines.** If a residential property is owned by a corporation or other business type, the information below must be provided with name of an officer, partner, manager, trustee, or associate.

Owner / Corporation Name: _____ Phone: _____

Tax Mailing Address (*where tax bills are sent*) _____

Corporate Officer Name & Title: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Ownership Type (*check one*): Individual Sole Proprietorship Partnership
Corporation Trust LLC

Section B. If the owner of a residential rental property resides outside the State of Ohio, an agent who lives in the State of Ohio must be designated by the owner. The agent must be a person at least 18 years of age and living in the State of Ohio.

Agent Name: _____ Phone: _____

Business Name & Title: _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ Email: _____

Section C. RENTAL PROPERTIES OWNED IN LUCAS COUNTY

1. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

2. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

Use Page 3 for additional Rental Property Registration Entries

Section D.

Owner / Applicant Signature _____ Date: _____

EXCEPTION FORM FOR RESIDENTIAL RENTAL PROPERTY REGISTRATION

TD Parcel Number _____ Property Class _____

Address _____ City _____ State _____ Zip _____

Please explain below the reason(s) the property in question does not qualify for neither the Rental Registration program nor the Owner Occupied tax reduction

IF PROPERTY IS RENTED, THE NON-EXHAUSTIVE LIST BELOW DOES NOT APPLY. COMPLETE THE RENTAL REGISTRATION ON THE REVERSE SIDE OF THIS FORM.

- Primary Residence (*Owner Occupied*)
- Secondary Residence
- Family member lives in home (*no rent is charged*)
- Property is currently listed for sale
- Property is vacant
- Other _____

I DECLARE UNDER PENALTY OF PERJURY THAT THIS STATEMENT TO THE BEST OF MY KNOWLEDGE AND BELIEF IS TRUE, CORRECT, AND COMPLETE.

Signature _____ Date _____

Email _____ Phone _____

INSTRUCTIONS TO COMPLETE RENTAL REGISTRATION

The State of Ohio requires residential property owners to register rental properties with the County Auditor. **It's the law and failure to register may subject you to fines.** Residential rental properties include real property and one or more dwelling units leased for placing mobile / manufactured homes / RVs for residential purposes. Rental registration does not apply to hotels or college dormitories.

Section A. If you are a sole proprietor, please include your full name. If partnership, corporation or trust, please include the name of the entity as well as the name of a corporate officer. Address and phone is the primary contact for owner for the corporation. Please include an email if available.

Section B. Owners who live outside Ohio must designate an in-state agent. The agent must be at least 18 years old and reside in Ohio. The agent's address and phone number must be included. Please include email if available.

Section C. Please complete information for each residential rental property. TD Parcel # and year built is found on real estate tax bills. You can also visit AREIS Online at icare.co.lucas.oh.us/LucasCare . For mobile Home Lot # call (419) 213-4332.

Section D. Signature and Date.

Katie Moline, Lucas County Auditor

Attn: Rental Registration

1 Government Center, Suite 600

Toledo, OH 43604

Email: RentalRegistration@co.lucas.oh.us

ADDITIONAL RENTAL PROPERTY REGISTRATION

3. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

4. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

5. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

6. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

7. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

8. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

9. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

10. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

11. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

12. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____

13. Rental Property Address: _____

City / Township / Village: _____ TD Parcel #: _____ Mobile Home Lot #: _____