



Inspections Department

Building Official

PORT OF OPPORTUNITIES

RENTAL REGISTRATION APPLICATION

Single Family Property \$55 Annually

All rental units/properties must be registered with the City of Benton Harbor, prior to July 01, of each year.

The OWNER must indicate a valid residential mailing address Ord. 20-168 (a)

OWNER INFORMATION ONLY:

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone#: () _____ - _____ Soc Security #: (last 4-digits) _____ D.O.B. ____ - ____ - ____

Driver License #: _____ - _____ - _____ Email: _____

PROPERTY AND TENANT INFORMATION:

Address: _____

Current Tenant _____

Tenant Contact (phone or email) _____

PROPERTY MANAGER OR LOCAL AGENT INFORMATION ONLY: Ord. 20-168 (d)

Name _____ Address _____

City _____ State _____ Zip _____

Phone# () _____ Signature: _____

Your signature acknowledges that you have registered this rental property as the **OWNER** of the listed address and **NOT** as a **MANAGER OR LEASEE** under a Lease to Own Agreement. I understand that I am the responsible party for adhering to the requirements of the Benton Harbor Code of Ordinances and to maintain my property accordingly.

Owner Signature

Date

Do Not Write Below this line

Fee Paid: Amount\$ _____ Cash _____ Check _____ Check # _____

Inspection Scheduled for _____