

Department of Planning
Community Development
CITY OF CRAWFORDSVILLE

Rental Registration Form

Date: _____

Please complete all information below and sign where appropriate. All fields must be completed. The form must be resubmitted whenever the owner and/or agent information changes. Return application and required document/fees to the City of Crawfordsville Planning Department.

Owner Name: _____ **Phone No:** _____

Owner Address: _____

Owner Email Address: _____

Rental Property Address: _____

Parcel No. _____ **Number of Units on the Property:** _____

Is this Rental a HUD Property (please circle): Yes No

Emergency Contact Information for Fire Department/ Building Department

Name: _____ **Phone No.** _____

Address: _____

Email Address: _____

Name of Person to be contacted to Schedule Inspections (If Different than Owner)

Name: _____ **Phone No.** _____

Address: _____

Email Address: _____

Is there a Property Manager or Managing Operator? (please Circle) Yes No

If Yes, Name of Property Manager or Managing Operator: _____

Address: _____ **Phone No.** _____

Email Address: _____

Is this Property Owner a Partnership or Trust? (Please Circle) Yes No

If Yes: Name of Responsible Officer/ Person: _____

Address: _____ **Phone No.** _____

Email Address: _____

Is this Property Owner a Business Entity? (Please Circle) Yes No

If Yes: Name of Agent: _____ **Phone No.** _____

Address: _____

Email Address: _____

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I (we) , _____, affirm, under the penalties for perjury, that I (we) do not maintain any illegal homestead exemption on any rental unit.

The applicant states that: he/she agrees to conduct, maintain, and supervise all rental units so as not to create a nuisance, or permit or conduct activity in the unit or on the premise that endangers the public health or welfare; the applicant certifies the accuracy of all information contained in the application and that does not contain any material omissions and/or materially false or misleading information. The applicant acknowledges that he/she is responsible for updating rental registration application within 30 days of any change.

The applicant acknowledges that all rental units are subject to inspection and rental unit registration alone does not confirm units are legal and/or safe according to fire and/or building codes. Applicant acknowledges that the City of Crawfordsville is not responsible for determining whether or not the use of this property as a rental unit is prohibited by deed restrictions, neighborhood covenants, recordable commitments, or any other similar restrictions

I (we) , _____, affirm, under the penalties for perjury, that the above statements are true and accurate.

Signature: _____

Date: _____