

VILLAGE OF LEETONIA
Housing and Building Department
300 E. Main Street
Leetonia, Ohio 44431
330-427-6721

Rental Property Registration Form

A. Property Information:

Address: _____, Leetonia, Ohio 44431

Parcel's Tax Identification Number (IF Known): _____

Property Type: ___ Single Family; ___ Multi-Family (Number of Units); _____
___ Commercial; ___ Industrial

Utilities: Water: ___ On, ___ Off: Electricity: ___ On, ___ Off: Heat: ___ ON, ___ Off.

B. Property Owner

Name: _____

Contact Name (If Corp. or LLC): _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone #: _____ Emergency #: _____

Email: _____

F.I.D. (If Business): _____

If Partnership: Name, address and the principal business address, and telephone number of each partner:

1. Name of Partnership: _____

2. Address of Partnership: _____

City: _____ State: _____ Zip: _____

Telephone of Partnership: _____

C. Property Manager: (For out of state landlords)

Name: _____

Contact Name (If Business): _____

Address; _____ City: _____ State: _____ Zip: _____

Daytime Phone #: _____ Emergency Phone #: _____

Email: _____

D. Tenant Information:

Primary Tenant: _____

Tenant(s) name in Unit eighteen (18) year of age and older: _____

Total Number of persons occupying the unit: _____

Refuge Pick Up Service: (Name) _____

Office Use Only

Registration Fee Ten Dollars, (\$10.00) per unit per year

Paid: Cash _____, Check Number _____ Date _____

Certificate of Occupancy Issued: (Issued upon inspection)* _____
Date

Signature: _____ Date: _____
(Landlord)

Print Name: _____
(Landlord)

Building and Housing Commissioner: _____ Date: _____

(*Required prior to renting or leasing when a change of tenant occurs.)