

SECTION E: RENT STATEMENT

Please list the total amount of monthly rent collected from all sources as of date filed: UNIT 1: _____ UNIT 2: _____

SECTION F: RESPONSIBLE LOCAL AGENT (required if owner resides > 50 miles away from Milan)

Property owners may designate a Responsible Local Agent. Owners who reside more than 50 miles from the City of Milan shall designate a Responsible Local Agent who resides or has a place of business within 50 miles of the city limits.

Please provide contact information below for the **RESPONSIBLE LOCAL AGENT**. Both the owner and agent must sign below confirming the agent is authorized and accepts responsibility to receive scheduling notices, inspection reports, invoices, citations, and other legal documents on behalf of the owner.

NOTE: THE CITY WILL SEND OFFICIAL NOTICES ONLY TO THE DESIGNATED AGENT AND NOT TO THE OWNER.

RESPONSIBLE LOCAL AGENT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

I, _____, hereby authorize and appoint _____,

who lives or has a place of business within Fifty (50) miles of the Milan City Limits, to be responsible for rental certification for the listed property and to receive all official notices for the purpose of Rental Housing Certification.

 _____

Owner's Signature Designating an Agent

Printed Name

Date

 _____

Designated Agent's Signature

Printed Name

Date

SECTION G: OWNER'S CERTIFICATION

I hereby certify that all statements and information provided on this form are true, complete, and accurate to the best of my knowledge. I agree to give proof of the information that I have given on this form upon official request.

 _____

Owner's Signature

Date

Thank you for registering your rental property. You will be notified of your biennial inspection date in the near future.