

# LANDLORD RENTAL AND PROPERTY OWNER REGISTRATION STATEMENT

3301 Broadway Street, Room 208, Cheektowaga, NY 14227

Phone: 716-686-3446, Email: landlord@tocny.org

**Property Address:** \_\_\_\_\_

**Type Rental Unit:**

- Single Family Dwelling       Two Family       Three Family  
 Four or More Family       Condo  
 Vacant Building       Mix Use (Commercial/Residential)

- The address above is my PRIMARY RESIDENCE, it is NOT RENTED  
(Please complete the Owner Information, sign on the second page and return)

**Owner Information:** (please print) Individual(s)  or Corporation

Name (Owner): \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ **DO NOT USE A P.O. BOX AS AN ADDRESS** State: \_\_\_\_\_ Zip: \_\_\_\_\_

- Use this address for all notices and invoices for fees

**Co-Owner Information:**

Name (Owner): \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ **DO NOT USE A P.O. BOX AS AN ADDRESS** State: \_\_\_\_\_ Zip: \_\_\_\_\_

- Use this address for all notices and invoices for fees

**Corporation Officer:** (if more room is needed please attach another sheet)

Business or Corporation Name: \_\_\_\_\_

Corporation Officer: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ **DO NOT USE A P.O. BOX AS AN ADDRESS** State: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Use this address for all notices and invoices for fees

**Property Manager / Agent Information** (MUST be completed if the owner resides outside of Erie County)

Property Manager/Agent: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_

**DO NOT USE A P.O. BOX AS AN ADDRESS**

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Use this address for all notices and invoices for fees

**IF THE PROPERTY IS VACANT**, please help us to better understand why it is vacant.

**REASON FOR VACANCY:**

- CURRENTLY BETWEEN TENANTS
- CURRENTLY BEING REHABILITATED; Approximate date of completion \_\_\_\_\_
- DEATH OF OWNER, currently in surrogate court
- BANK FORECLOSURE IN PROCESS (Name of bank completing paperwork)  
\_\_\_\_\_
- PROPERTY IS ON THE MARKET FOR SALE, Approximate date of listing: \_\_\_\_\_
- other: \_\_\_\_\_

**Notes or any additional comments you may want to share:**

\_\_\_\_\_  
\_\_\_\_\_

**Owners are REQUIRED to sign the Registration Statement. By signing this statement, you agree that all the information is true and accurate.**

X \_\_\_\_\_ Date: \_\_\_\_\_  
Owners Signature

\*If you own more than one residential rental property in the Town of Cheektowaga, you can make copies of this form or print and complete additional **Registration Statements** online at [www.tocny.org](http://www.tocny.org)