



Neighborhood and Community Services Department
Administrative Division
City Hall, 414 E. 12th St., fourth floor
Kansas City, MO 64106
(816) 513-3200

RENTAL REGISTRATION PROGRAM 2010 RENEWAL FORM

1. Are there any changes to the information you submitted in your most recent application? (Check one) Yes No

If you answered "yes" to the this question, please fill out this form and return all pages to the Neighborhood Preservation Division no later than Jan. 31, 2010. **This information cannot be sent via fax – it must be mailed or delivered in person.** Please note that future changes in information must be provided to Neighborhood and Community Services within 30 days of the change in order to avoid a penalty.

If you answered "no" to this question, please print and sign your name below and return it to Neighborhood and Community Services no later than Jan. 31, 2010. **This information can not be sent via fax – it must be mailed or delivered in person.**

Owner's name (print) _____

Signature _____

Date _____

2. Changes to ownership information

Name of new officer, partner, or member if ownership is corporation, partnership or LLC

New mailing address _____

New e-mail address _____

New phone number _____

3. Change of to emergency contact person

New designated contact person _____

New mailing address: _____

New phone number _____

The following properties have been sold or otherwise transferred to another owner

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The following properties have been purchased as of the date indicated

<u>Address</u>	<u>Date</u>	<u>Number of units</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Please note that while newly obtained occupied rental properties are required to be registered within 30 days of closing, there will be **no penalty** associated with transfer of the above properties regardless of the date of acquisition.)

The following properties are no longer being rented

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____