

Village of North Bay Landlord Registration Form

Per Section 11.02 of the Village of North Bay Municipal Code, "It shall be unlawful for any individual, partnership, corporation or other for-profit entity to rent residential units within the Village of North Bay without being registered for that purpose..." Further "A premises shall be considered rented if any funds are paid by a resident to another party for the right to reside at the property."

To register, please complete this form and submit it to the Village Clerk, 3615 Hennepin Pl., Racine, WI 53402 along with the \$10.00 registration fee. A separate form and fee is required for each rental property. Please note that your registration is effective for a period of two years and then it must be renewed. If there is a change in contact information during the registration period, the owner must notify the Village Clerk within 15 days of the change.

REGISTRATION TYPE

Please check one below:

- Initial Registration
 Renewal Registration
 Update to Contact Information (due within 15 days of change)

RENTAL PROPERTY INFORMATION

Address of Rental Property: _____

Owner Last Name: _____ Owner First Name: _____

Owner's Mailing Address: _____

Owner's Phone Number: _____

PRIMARY CONTACT (IF DIFFERENT THAN OWNER)

Last Name: _____ First Name: _____

Mailing Address: _____

Phone Number: _____

OWNER SIGNATURE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief. I understand that any changes to the contact information of me or the primary contact (if applicable) must be reported to the Village Clerk within 15 days of the change. I understand this registration is valid for a two-year period.

SIGNATURE: _____ DATE: _____

DATE FILED: _____ AMOUNT PAID: _____ RECEIPT #: _____ RECEIPTED BY: _____
REGISTRATION VALID DATES: _____