



**CITY OF DUNCANVILLE
RESIDENTIAL RENTAL PROPERTY
REGISTRATION FORM**

Date of Application _____

Address of Rental Unit _____

Total Dwelling Square Footage (SF) _____ Number of Bedrooms _____

Bedroom 1 SF _____ Bedroom 2 SF _____ Bedroom 3 SF _____ Bedroom 4 SF _____ Bedroom 5 SF _____

** If bedroom SF is unknown, we will assume a max occupancy of 2 people per bedroom.*

Please Select One: _____ Annual Registration _____ Change of Ownership _____ Change of Tenant

OWNER INFORMATION

Name _____

Address _____

Phone _____ Email _____

If owned by a partnership, please list name, address and phone number of each partner

If owned by a corporation, please list state/country of registration, mailing address, business location, phone number, individual in charge of office and names of all directors

PROPERTY MANAGER INFORMATION *Must live or do business within the NCTCOG area*

Name _____

Address _____

Phone _____ Email _____

Signature *Please retain a copy for your records*

Signature of Owner/Agent _____ Print Name _____

A \$25 registration fee is due upon submittal of registration and a \$50 inspection/RCO fee is due prior to scheduling your inspection. This application constitutes consent of the property owner/manager/agent for the City of Duncanville to perform all required interior and exterior inspections of this property. The signatory does hereby represent that all of the information is true and correct; any false information may result in withdrawal of the application and may result in criminal charges.