



# ANITA LOPEZ LUCAS COUNTY AUDITOR

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## RENTAL PROPERTY REGISTRATION

### Owner/Officer/Agent Information

Section A. Ohio law requires owners of residential rental property to register said properties with the county auditor by providing the information requested below. If the residential property is owned by a corporation or some other business entity, the information below must be provided with the name of an officer, partner, manager, trustee, or associate. Failure to comply with this law is a minor misdemeanor.

Owner/Corporation Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Corporate Officer Name/Title: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

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

Ownership Type: Individual  Sole Proprietorship  Partnership  Corporation  Trust   
(check one)

Section B. If the owner of the residential rental property resides outside the state of Ohio, an agent must be designated by the owner. The agent must be a person at least 18 years of age

Agent Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

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

### Rental Properties Owned in Lucas County

Section C.

1. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

2. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

*\*See page 2 to include additional rental properties*

Section D.

\_\_\_\_\_  
Owner/Applicant Signature

\_\_\_\_\_  
Date

# Rental Properties Owned in Lucas County

Section C. (continued)

3. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

4. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

5. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

6. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

7. Property Address: \_\_\_\_\_

City/Township/Village: \_\_\_\_\_ TD-Parcel #: \_\_\_\_\_

Mobile Home Lot #: \_\_\_\_\_ #of Rental Units on Property: \_\_\_\_\_ Year Built: \_\_\_\_\_

## Instructions

The state of Ohio requires residential rental property owners to register their rental properties with the county auditor. Residential Rental Properties include real property, one or more dwelling units leased or rented solely for residential purposes, or a mobile home park or a site where lots are leased for parking mobile/manufactured homes/ RVs for residential purposes. This regulation does not pertain to hotels or college dorms.

Section A. If you are an individual owner or sole proprietor, please include your full name. If a partnership, corporation or trust, please include the name of the entity as well as the name of a corporate officer. Address and phone refers to the primary contact address and phone number for the owner/corporation. Including an email address is optional.

Section B. The state of Ohio requires that if the owner resides outside the State of Ohio, the owner must designate an in-state agent. The agent must be at least 18 years of age and reside in the state of Ohio. His/her primary contact address and phone number should be included. Including an email address is optional.

Section C. Please fill out the information for each residential rental property owner in Lucas County. The taxing district parcel #, assessor # and the year built are located on your tax bill or by accessing AREIS Online [www.co.lucas.oh.us/Auditor](http://www.co.lucas.oh.us/Auditor). The mobile home lot # is available by calling our office at (419) 213-4497.

Section D. Signature and date.

Within 10 days of any change in this information, the owner of the residential property is required to update this information with the county auditor's office. Mail the completed form to the address listed on the front of the form, attention Rental Property Registration. This information is public record and failure to provide this information is a minor misdemeanor. Please call (419) 213-4406 for assistance.