



## LANDLORD RENTAL AND PROPERTY OWNER REGISTRATION

P.O. BOX 69  
NIAGARA FALLS, NEW YORK 14302  
TELEPHONE: (716) 286-4464

Dear Non-Owner Occupied or Rental Property Owner:

Please be advised that landlord rental and property owner registration has expired. You have 30 days to complete the renewal process without penalty. This renewal will be for a two year period.

All owners of non-owner occupied or rental property within the City of Niagara Falls are required to register and re-register their properties every two years whether the building is occupied or vacant. The registration is non-transferable and a registration form must be completed for each parcel owned. The fees are as follows:

<b>Buildings and unoccupied property containing one or two rental units</b>	<b>\$25.00</b>
<b>Buildings and unoccupied property containing three or more rental units</b>	<b>\$40.00</b>

To complete the process, please complete the enclosed application and make your check or money order payable to the **City Controller** and mail the completed form and payment to:

**City of Niagara Falls, New York  
Office of Landlord and Property Owner Registration  
P.O. Box 69  
Niagara Falls, New York 14302**

Failure to register any rental property or non-owner occupied property required to be registered is a violation of Section 1137 of the City Ordinances and may subject you to criminal penalties, including a fine in an amount determined by how much time elapses following the aforementioned 30 day grace period, up to a maximum fine of \$1,200.00.

Any concerns concerning this application may be directed to the Landlord and Property Clerk at 716-286-4464. Additional applications can be obtained online at [www.niagarafallsusa.org](http://www.niagarafallsusa.org) under **NEWS AND ANNOUNCEMENTS**.

