Landlord Rental and Property Owner Registration

745 Main St • Room 35 • P.O Box 69 • Niagara Falls, NY 14302 • 716-286-4464
Fax: 716-286-4454

Dear Rental Property Owner:

Please be advised effective May 1, 2010 the Landlord Rental & Property Owner Registration Ordinance went into effect. The purpose of this ordinance is to establish a procedure and standards for the identification and registration of rental and non-owner occupied properties to ensure that the City has a meaningful, efficient and effective means of communicating with those persons and companies who own these properties. (This Chapter is adopted to promote the health and safety of tenants and alleviate conditions of substandard housing, including slums and blight.)

All non-owner occupied rental property owners within the City of Niagara Falls will be required to register their properties whether the building is occupied or vacant. A registration form must be completed for **each** parcel owned.

All applications filed within sixty days will be free of charge. After sixty (60) days a fee of $25.00 for one or two rental units and a fee of $40.00 for three or more units will be charged.

Failure to register any rental property or non-owner occupied property required to be registered under this chapter shall be in violation. Any person or entity convicted of such violation shall be punished as follows:

1. Upon the first conviction, a fine of not less than $250.00, but not exceeding $500.00 and;
2. Upon a second such conviction within a twelve month period, a fine of not less than $500.00 but not exceeding $2,500.

Please complete and **sign the enclosed application** and make your check payable to the City Controller (if applicable) and mail to:

City of Niagara Falls
Landlord Rental Registration
745 Main St
Room 35
P.O. Box 69
Niagara Falls, NY 14302
716-286-4464

Additional applications can be obtained online at www.niagarafallsusa.org under **NEWS & ANNOUNCEMENTS**. Any questions concerning this application may be directed to the Landlord and Property Clerk at 716-286-4464.

Landlord Rental and Property Owner Registration Application

745 Main St • Room 35 • P.O Box 69 • Niagara Falls, NY 14302
Phone: 716-286-4464 Fax: 716-2864454

Rental Property Address: _____

Number of Buildings located on parcel: _____

Type Rental Unit: ☐Single Family Dwelling ☐Two Family ☐Three Family
☐Four or More Family ☐Rental Condo
☐Vacant Building ☐Mix Use (Commercial/Residential)

Owner Information:

Name:_____ Date of Birth: _____

Phone Number:_____ Fax Number:_____

Cell Phone:_____ E-Mail Address:_____

Home Address: _____

City: _____ State:_____ Zip:_____

Insurance Company / Agent Information: _____

Insurance Company / Agent Information Phone Number: _____

Co-Owner Information / Corporation Officer (If Applicable, if more room is needed please attach another sheet)

Name:_____ Date of Birth: _____

Phone Number:_____ Fax Number:_____

Cell Phone:_____ E-Mail Address:_____

Home Address:_____

City:_____ State:_____ Zip:_____

Property Manager / Agent Information (Applicable ONLY IF owner resides outside of Niagara County)

Name:_____ Date of Birth: _____

Phone Number:_____ Fax Number:_____

Cell Phone:_____ E-Mail Address:_____

Home Address:_____

City:_____ State:_____ Zip:_____

Owner	**Property Manager/Agent**
Sign: _____ **(Signature Required)**	**Sign:** _____
Print: _____	Print: _____
Date: _____	Date: _____

Owners with more than one residential rental properties in the City of Niagara Falls should copy this page of the registration form to list additional properties. Additional applications can be obtained online at www.niagarafallsusa.org under **NEWS & ANNOUNCEMENTS**.