



LANDLORD REGISTRATION FORM

Department of Codes & Building Safety
Metro Office Building—3rd Floor
800 Second Avenue, South
Nashville, Tennessee 37210
(615) 862-6500 / Fax (615) 862-6514

RENTAL PROPERTY ADDRESS: * _____

TYPE RENTAL UNIT: Single Family Dwelling Duplex Tri-Plex Quad Plex Rental Condo
 Other(See note below)

OWNER INFORMATION:

NAME: _____ PHONE NUMBER: _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

E-MAIL ADDRESS: _____

Co-OWNER INFORMATION: (If Applicable)

NAME: _____ PHONE NUMBER: _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

E-MAIL: _____

PROPERTY MANAGER INFORMATION: (If Applicable)

COMPANY NAME: _____

CONTACT NAME/REGISTERED AGENT: _____

BUSINESS ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL ADDRESS: _____

The person signing this form acknowledges that this property is a residential rental unit. This information is required by Tennessee Code Annotated Title 66, Chapter 28-101 and said owner(s)/agent(s) are responsible for registration of their properties within the time frames designated unless prior arrangements are made through this office. The Property Standards office should be notified by letter should this property change from rental to owner occupied or change from owner occupied to rental use, or when the property changes ownership or the property management arrangement changes. Failure to comply with this regulation could result in fines of \$50.00 per week for each dwelling unit in the jurisdiction. **NOTE:** The registration fee of \$10.00 is to be paid for registration of all units owned. Owners of multiple units within Davidson county are only required to pay a single fee of \$10.00 for all units owned. The registration fee is paid annually. * Additional property addresses can be listed on the back of this form.

Signature of Person Completing Form _____

Date _____

Owner / Agent (circle one)

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Owners with more than ten residential rental properties in Davidson County should copy this side of the registration form to list additional properties