



# RESIDENTIAL RENTAL PROPERTY PERMIT APPLICATION

City of New Port Richey  
Code Enforcement Division  
Police Department, 6739 Adams St  
New Port Richey, FL 34652

Phone: (727) 232-8946      Email: Residentialrentals@cityofnewportrichey.org

## Permit Fee: \$50.00 per Rental Property

Please complete the following information in full. Return the completed application to the above address or email. Rental Permits are issued for a calendar year (January 1<sup>st</sup> through December 31<sup>st</sup>). Once your application is processed, you will receive notice on how to complete your payment and receive your rental permit.

### ***PLEASE PRINT OR TYPE***

#### **PROPERTY OWNER INFORMATION:      Exempt from Public Record:      Yes      No**

Name	_____		
Mailing Address	_____		
	City _____	State _____	Zip _____
Email Address	_____		
Home Phone	_____	Business Phone	_____

#### **AGENT OR PROPERTY MANAGER INFORMATION:**

**NOTE: Local representative must have a local address** in the surrounding counties (not a public P.O Box or any other private mail service).

Name	_____		
Mailing Address	_____		
	City _____	State _____	Zip _____
Email Address	_____		
Home Phone	_____	Business Phone	_____

**PROPERTY INFORMATION**

	Property Address(es) <i>Only list addressed within City limits</i>	Single Family	Duplex	Triplex	Number Of Units
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Additional properties listed on separate sheet of paper or on the back of this form?  Yes  No

Are properties connected together?  Yes  No

**APPLICANT'S ACKNOWLEDGEMENT**

I acknowledge that I am the property owner or owner's legal agent and that the information given in this application is complete and accurate and I understand that to make false or fraudulent statements within this application may result in a denial of the permit and possible legal action. If granted a permit, as the Owner or Legal Agent I agree to operate within the city and state laws, and to provide notification within ten (10) days to the Code Enforcement Division of any changes to the information provided on this form.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**OFFICE USE ONLY**

Application Taken By: _____	Date: _____
Application Processed By: _____	Date: _____