



City of Lorain
Building Department
 200 West Erie Avenue – 5th Floor
 Lorain, Ohio 44052

DATE PAID _____
AMOUNT _____
<input type="checkbox"/> CASH <input type="checkbox"/> CC <input type="checkbox"/> CHECK # _____
PERMIT # _____
INSPECTION DATE _____
INSPECTOR _____

RENTAL DWELLING HOUSING LICENSE APPLICATION

RENTAL ADDRESS: _____

Type of Dwelling: Single Unit Structure \$100.00 Additional Units (within same structure) _____ x \$25.00 = _____

Type of Inspection Requested:

- Decline (no penalty - still subject to comply with local property maintenance codes and ordinances)
- Interior Exterior Both

We only accept check or money order as form of remote payment. Please make check payable to: City of Lorain

Owner's Name _____ Phone# _____

Address _____

E-Mail Address _____

Per City Ordinance 92-21 Sec. 1537.09 the owner of a rental dwelling unit who does not reside in the City of Lorain must designate an agent who resides in the County of Lorain who shall also be responsible for the above mentioned rental dwelling in the event of an emergency and to accept official notices. The below information must be completed fully and accurately.

- SAME AS ABOVE

Name _____ Phone# _____

Address _____

P.O. Boxes are not acceptable

E-Mail Address _____

Per City of Lorain Codified Ordinance No. 92.21

- Rental Housing Licenses are valid for **one year** from issuance date, or whenever ownership changes. Licenses are non-transferable.
- The owner of a rental dwelling unit who does not reside in The City of Lorain shall designate an agent who in addition to the owner shall be responsible for operation of the Rental Dwelling Unit and who may accept service of process and official notices issued by The City of Lorain on behalf of the owner. An official notice or service of process issued to a designated agent shall be deemed as served or delivered upon the owner of record of the rental dwelling unit. Failure to maintain a rental dwelling unit or to maintain any requirements regarding licensure shall be grounds for revocation of an existing Housing License or denial or issuance of a Housing License. A designated agent shall be an individual person who resides in The County of Lorain, shall provide a valid address within the County and promptly notify The Chief Building Official of any change in address or other change in status.

 Signature of Owner or Authorized Agent

 Date