



Invoice Number: _____

Mail to: City of Carrollton
Utility Customer Service
P.O. Box 115125
Carrollton, Texas 75011-05125
(972) 466-3060

Single-Family Rental Registration Form

Property Information:

1. Rental Property Address: _____

Tenant Information: Property is (select one) **VACANT** **OCCUPIED**

2. Primary Tenant Name: _____ 3. Number of Occupants _____

4. Primary Tenant Driver License Number _____

5. Tenant Daytime Telephone Number _____

6. Tenant Email address _____

7. Has there been a change of tenants since your last registration? Yes No N/A

Owner Information:

8. This single-family rental home is owned by a(n): check one

Individual Partnership Corporation Other

9. Individual Owner Name: _____

10. Individual Owner Driver License Number and State of Issue: _____

11. Individual Owner Street Address: _____

City: _____ State _____ Zipcode _____

12. Individual Owner Telephone Number: _____

13. Individual Owner Email Address: _____

14. Corporation/Partnership/Company Name: _____

15. Corporation/Partnership/Company Mailing Address: _____

City: _____ State _____ Zipcode _____

16. Is this a Foreign Corporation/Partnership/Company? Yes No

17. Is this Corporation/Partnership/Company Incorporated in the State of Texas? Yes No

18. Corporation/Partnership/Company Email address: _____

19. Registered Agent Name: _____

20. Registered Agent Telephone Number: _____

21. Registered Agent Email Address: _____

Property Manager Information:

22. Property Manager Name: _____

23. Property Manager Street Address: _____

City: _____ State _____ Zipcode _____

24. Agent Name: _____

25. Agent Telephone Number: _____

26. Agent Email Address: _____

Certification "I hereby certify that all information provided in this application is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including fines up to \$500.00 per violation."

Signature of Owner/Agent Attesting to Certification: _____

Printed Name: _____ Date _____

ENVIRONMENTAL SERVICES
P.O. Box 110535 * Carrollton, Texas 75011-0535



Single-Family Rental Registration Invoice

Invoice Number:

Single Family Account Number: 100043521

Date of Issue:

Single-Family Rental Address: , Carrollton, Texas

TO:

PLEASE REMIT PAYMENT TO:

**CITY OF CARROLLTON
UTILITY CUSTOMER SERVICE
P.O. BOX 115125
CARROLLTON, TEXAS 75011-5125**

DESCRIPTION	AMOUNT
Single-Family Rental Registration Fee *Online registration and payment is not available at this time. Credit Card payments may only be made in person at City of Carrollton Utility Billing Department in City Hall. * Be certain to legibly complete all sections of the application. If you fail to do so, the application may be considered invalid and be returned and citations may be issued. * Applications and/or payment received in our office after the due date may result in citations being issued. (Each day of violation is a separate offense. The maximum fine for each citation is \$500.00.) * Failure to pay within 30 days of the date on the invoice may result in a late fee of \$50.00. Also, citations and fines may be assessed if the rental property is not properly registered with the city.	\$50.00
TOTAL	\$50.00

FOR PROPER CREDIT PLEASE RETURN A COPY OF THIS INVOICE AND YOUR COMPLETED APPLICATION WITH YOUR PAYMENT! FAILURE TO SUBMIT THE REGISTRATION FEE AT THE TIME OF THE REGISTRATION FORM IS SUBMITTED WILL BE CONSIDERED AN INCOMPLETE REGISTRATION AND BE SUBJECT TO THE AFOREMENTIONED PENALTIES.

Thank you for your cooperation. Should you have questions regarding this matter, please contact the Environmental Service Department at (972) 466-3060.

**ENVIRONMENTAL SERVICES
P.O. Box 110535 * Carrollton, Texas 75011-0535**