

# PROPERTY OWNER INFORMATION

Complete the form below and return it to City of Richmond Residential Rental Inspection Program, PO Box 2089, Richmond, CA 94802-1089.

**RRIP Owner ID =** \_\_\_\_\_

## PROPERTY OWNER

Please review the information below which is currently on file with the City of Richmond. Please make any necessary corrections and provide missing information. Phone numbers and email addresses will only be used by the City of Richmond for the Rental Inspection Program.

	Property Owner	Preferred Property Contact (if applicable – e.g. property manager)
<b>Name:</b>		
<b>Mailing Address:</b>		
<b>Phone Number:</b>		
<b>Email Address:</b>		

## PROPERTY INFORMATION

The properties listed below are in our records as a rental property. For each property, please provide the total number of units at that property as well as any missing information and business license numbers, if available.

PROPERTY ADDRESS	BUSINESS LICENSE #	APN	# OF UNITS

## PROPERTY EXEMPTION

If you believe one or more properties owned by the person or company listed above should be exempt from the Rental Inspection Program, provide the property address and exemption reason below.

**NOTE: Please include copies of your proof of exemption.**

PROPERTY STREET ADDRESS	REASON FOR EXEMPTION

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_