



## 2022 RENTAL DWELLING LICENSE APPLICATION

**RENTAL PROPERTY LOCATION:** \_\_\_\_\_

**Is this location a short-term rental (Airbnb, Vrbo, Etc.):** Yes  NO   
**If yes, the ad/property# assign to your location** \_\_\_\_\_

FEE: 1-3 units on one parcels: \$100.00

4 or more units on one parcel: \$100.00 plus \$25.00 per unit to a maximum of \$3,000.00  
( Example; 6 UNITS ON ONE PARCEL is 100+150=250.00 Total Due)

**TOTAL NUMBER OF UNITS ON PARCEL:** \_\_\_\_\_

**Fee Total:** \_\_\_\_\_

### OWNER INFORMATION:

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**\*EMAIL ADDRESS:** \_\_\_\_\_

\*This is where the receipt will be emailed and important information will be emailed too.

If the property is owned by a trust, business trust, estate, partnership, limited partnership, LLC, association, corporation, or any other business entity, please disclose the name of the Trustee, executor, general partner, member, manager, associate, or officer, whichever applies:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

### IF OWNER LIVES FURTHER THAN 25 MILES FROM PROPERTY

AGENT IN CHARGE NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

The applicant hereby certifies that he / she is the applicant named above and that he / she is authorized by the owner(s) to operate the building above described in compliance with the City of Brooklyn Property Maintenance and Rental Licensing Code and with all laws, ordinances, rules, and regulations applicable to such building or its operation.

**Date:** \_\_\_\_\_ **Signature of Applicant:** \_\_\_\_\_

Pursuant to Section 1360.16 any rental dwelling **license not secured by January 15, 2022** shall incur a late fee of one hundred dollars **(\$100.00)**.

The City of Brooklyn accepts CHECK OR CREDIT CARD payments. Check made payable to City of Brooklyn.

IF PAYING BY CREDIT CARD FORM CAN BE EMAILED TO [DNEAL@BROOKLYNOHIO.GOV](mailto:DNEAL@BROOKLYNOHIO.GOV)  
License is valid 1/1/22 through 12/31/22

**MOVING FORWARD. TOGETHER.**

**CITY OF BROOKLYN** • 7619 Memphis Avenue, Brooklyn, OH 44144 • 216-351-2133 • [brooklynohio.gov](http://brooklynohio.gov)