



**BUILDING DEPARTMENT
APPLICATION
FOR
ANNUAL CERTIFICATE OF
MULTIPLE DWELLING REGISTRATION**

Wherever applicable this form must be filled out in its entirety. Also, there must be an application form filled out for each building possessing a separate legal address. Subsequent Certificates of Annual Registration will be issued and displayed at each address. Pursuant to Parma Codified Ordinance No. 1713.05.

The application for a certificate of annual registration shall be accompanied by a nonrefundable annual fee of one hundred dollars (\$100.00) for mixed use buildings and apartment buildings containing one (1) to four (4) suites including those suites occupied by the owner, custodian, resident manager, or those used as model suites.

The fee for properties consisting of five (5) or more dwelling units is twenty dollars (\$20.00) per dwelling unit and will not exceed the amount of one thousand dollars (\$1000.00).

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|-----------------------------|--|---|
| Building | Name _____ Address _____ Use _____ | Number of RESIDENTIAL SUITES at this address _____ |
| Owner | Name _____ Address _____ Phone _____ | Number of SUITE TYPES at this address EFFICIENCIES _____ |
| Resident Agent | Name _____ Address _____ Phone _____ | 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____ |
| Non-Resident Agent | Name _____ Address _____ Phone _____ | Number of COMMERCIAL SUITES at this address |
| Manager or Custodian | Name _____ Address _____ Phone _____ | Stores _____ Offices _____ Other _____ |

TO BE COMPLETED BY APPLICANTS:

Please mail our Certificate of Multiple Dwelling Registration for 20_____ to the address listed below:

NAME _____

ADDRESS _____ CITY _____

NOTE: 1. The issuance of any Certificate of Multiple Dwelling Registration is provisional and its validity will be based on a general inspection by the Building Inspector.

2. Keep pink copy for your records, return white and yellow copies with your check.

Authorized Signature _____ Date _____