



**City of Morganton
P.O Box 3448
Morganton, NC 28680**

Rental Property Registration

This application is made pursuant to Section 6-1245 of the Morganton Code of Ordinances (Rental of Dwelling Units). All information provided below shall be kept by the City for the purpose of rental property registration and inspection services. By signing this application I(We) hereby agree to conform to all requirements set forth in section 6-1246 through 6-1250 of the Morganton Code of Ordinances (Rental of Dwelling Units) including routine inspections of the premises and correction of any zoning, minimum housing or nuisance violations found upon such premises. I(We) understand by signing this document that failure to correct any found violations may result in the revocation of any issued rental license.

Property Owners Name: _____
(Please include partnerships, co-owners, corporations etc.)

Authorized Signature: _____

Property Owners Address: _____

City: _____ **State:** _____ **Zip:** _____

Property Manager or Agent: _____

Contact Numbers (phone, fax, pager, cell etc.): _____

**Please Provide Co-Owners Names and Addresses
(Example: John Smith, J. Smith, J.E Smith, John Smith and Spouse)**

1. _____
2. _____
3. _____
4. _____
5. _____

(Attach extra sheets as needed)

**911 Addresses of all rental properties covered by this application, and provide Parcel I.D Number and Tax Record Number
This information is located on your Burke County Tax Statement
(Example: 100 South Street, Parcel I.D # 48-6-4-2, Record # 38088)**

1. _____
2. _____
3. _____
4. _____
5. _____

(Attach extra sheets as needed)

Please choose one of the following utility options:

___ I(We) want the utilities automatically transferred into the above Property Owners name when a tenant leaves. By choosing this option I(We) agree and understand that I(We) must schedule an inspection within 3 business days of vacancy and that no additional transfer of utilities will be made by the City until the property has passed inspection and is approved for occupancy.

___ I(We) want the utilities disconnected when a tenant leaves and I agree and understand that the utilities will remain off until the property passes inspection and is approved for occupancy.