

# REGISTRATION OF ARIZONA RESIDENTIAL RENTAL PROPERTY

Pursuant to A.R.S. §§ 33-1901 and 33-1902 (see next page)

**INSTRUCTIONS:** This form must be completed by an owner of Residential Rental Property. RETURN COMPLETED FORM TO THE ASSESSOR OF THE COUNTY IN WHICH THE PROPERTY IS LOCATED AND RETAIN COPIES FOR YOUR RECORDS.

In compliance with A.R.S. § 33-1902(A): an owner of residential rental property shall maintain with the Assessor in the county where the property is located information required by this section in a manner to be determined by the Assessor. Pursuant to A.R.S. § 33-1902(B): an out-of-state owner of residential rental property shall designate and record with the County Assessor a statutory agent who lives in this state and who will accept legal service on behalf of the owner. If the property is owned by a corporation, partnership, limited liability company, limited partnership, trust or real estate investment trust, include the name, address and telephone number of the business entity. If a residential rental property owner fails to register with the County Assessor as provided in A.R.S. § 33-1902(A), the city or town may impose a civil penalty in the amount of \$150 per day for each day of violation after the date of the most recent Notice of Valuation. If a residential rental property is acquired by an owner after the date of the Notice of Valuation, and until the next Notice of Valuation is issued, a city or town shall impose a civil penalty of \$1,000 against a person who fails to comply with the provisions of A.R.S. § 42-1902, plus an additional \$100 for each month after the date of the original violation until compliance occurs. The county assessor may assess a fee of not more than \$10 for each initial registration and each change of information in the registry.

**PROPERTY INFORMATION FOR COUNTY (required).** List name of county here: \_\_\_\_\_

Check property type:    Single Family Residence            Multiple Family Residence            Mobile Home            MH / RV Park Space

Property Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

List Additional Parcel Numbers: \_\_\_\_\_

Primary Assessor's Parcel Number    \_\_\_\_\_  
Book    Map    Parcel    Split

(ATTACH LIST FOR ANY ADDITIONAL PARCELS)

For Personal Property/Unaffixed Mobile Homes, List Account Number: \_\_\_\_\_ Year built: \_\_\_\_\_

## OWNERSHIP INFORMATION:

NAME OF PROPERTY OWNER/BUSINESS ENTITY: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

### Check below to indicate form of ownership, if applicable:

Corporation    Partnership    Limited liability company    Limited partnership    Trust    Real estate investment trust

**REQUIRED:** Provide Corporate Officer, Managing/Administrative Member, General Partner, Trustee information below:

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

Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

### OUT OF STATE OWNER'S DESIGNATION OF STATUTORY AGENT:

An owner of residential rental property who lives outside this state shall designate and record with the Assessor a statutory agent who lives in this state and who will accept legal service on behalf of the owner. Provide telephone number and address for statutory agent:

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

Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

### REQUIREMENT TO UPDATE INFORMATION:

**Under penalty of law the owner of Arizona residential rental property shall update any information listed above within ten days after a change in the information occurs.**

I hereby affirm that the information included or attached is true and correct.

Print Name \_\_\_\_\_

Print Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_