

## REGISTRATION OF RESIDENTIAL RENTAL PROPERTY

The Ohio General Assembly recently passed Sub. House Bill 294. The bill requires an owner of "residential rental property" to file certain information with the county auditor of the county in which the property is located. Owners who fail to comply with the bill could be guilty of a minor misdemeanor. The bill was signed by Governor Taft on June 28, 2006 and became effective on September 28, 2006.

The bill defines "residential rental property" as real property on which is located one or more dwelling units leased or otherwise rented to tenants solely for residential purposes, or a mobile home park or other permanent or semi-permanent site at which lots are leased or otherwise rented to tenants for the parking of a manufactured home, mobile home, or recreational vehicle that is used solely for residential purposes, but not including a hotel or a college or university dormitory.

### **Information to be Filed with the County Auditor:**

- (1) The owner's name, address, and telephone number;
- (2) If the residential rental property is owned by a trust, business trust, estate, partnership, limited partnership, limited liability company, association, corporation, or any other business entity: the name, address, and telephone number of the trustee, in the case of a trust or business trust; the executor or administrator, in the case of an estate; a general partner, in the case of a partnership or a limited partnership; a member, manager, or officer, in the case of a limited liability company; an associate, in the case of an association; an officer, in the case of a corporation; and a member, manager, or officer, in the case of any other business entity;
- (3) The street address and permanent parcel number of the residential rental property; and
- (4) The year the units were built.

The owner must continue to update the information within ten (10) days after any change in the information occurs. An owner that fails to comply with these information filing and updating requirements is guilty of a minor misdemeanor.

### **Owners of Residential Rental Property Who Reside Outside of Ohio:**

An owner of residential rental property who resides outside of Ohio must designate an individual who resides in of Ohio to serve as the owner's agent for the acceptance of service of process on behalf of the owner in any legal action or proceeding in Ohio, unless the owner previously designated and continues to maintain a statutory agent for the service of process with the Secretary of State as a condition of being authorized to engage in business in Ohio pursuant to another section of the Ohio Revised Code.

An owner who designates an agent for purposes of complying with these regulations and requirements shall file in writing with the relevant county auditor the name, address, and telephone number of the agent. An owner who previously designated and continues to maintain a statutory agent for the service of process with the Secretary of State as a condition of being authorized to engage in business in Ohio shall file in writing with the county auditor of the county in which the residential rental property is located a certified copy of the document filed with the Ohio Secretary of State containing that designation.

### **Compliance In Summit County:**

Owners of residential rental property located in Summit County can comply with the bill by mailing or e-mailing the information to:

Summit County  
175 South Main St.  
Akron, OH 44308  
Attn: Appraisal Office  
Or [summittreas@summitoh.net](mailto:summittreas@summitoh.net)

## Residential Rental Property Registration

### Parcel ID

\_\_\_\_\_ - \_\_\_\_\_

If the property contains more than one street address, enter both the first and last number.

If it involves 20 units or more, please only give the main address.

Street Number \_\_\_\_\_ through \_\_\_\_\_

Street Direction \_\_\_\_\_

Street Name \_\_\_\_\_

Street Suffix \_\_\_\_\_

Apartment / Suite Number \_\_\_\_\_

# of living units on parcel \_\_\_\_\_

### Owner Information

If owned by a business or owner does not reside in Ohio, please provide contact name & information

Owner / Contact Name \_\_\_\_\_

Business Name \_\_\_\_\_

Title \_\_\_\_\_ Owner, Manager, General Partner, Trustee, etc.

Contact Address 1 \_\_\_\_\_

Contact Address 2 \_\_\_\_\_

City \_\_\_\_\_

State: Ohio  Yes

Zip Code + 4 \_\_\_\_\_ - \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_ ext \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_