



Residential Rental Unit Registration

(as required by Stayton Municipal Code 15.06.120)

City of Stayton
Finance Department
362 N. 3rd Avenue
Stayton, Oregon 97383

PURPOSE: The Residential Rental Registration Form is completed by the Owner or Agent of the Owner of all buildings or portions thereof which are legally used for human habitation and are covered by a rental agreement to assist with the compliance with the City of Stayton Rental Housing Code. The completed form is to be filed with the City of Stayton.

Application is hereby made for Residential Rental Unit Registration in the City of Stayton, Oregon. The registration is filed in compliance with City ordinance 1000, Stayton Municipal Code 15.06.120, and fees established per Resolution No. 969.

REGISTRATION INFORMATION:

Owner/Management Company Name: _____

Owner/Management Company Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Type of Organization: _____ Individual _____ Partnership _____ Management Co.
_____ Corporation _____ Other

Name of Owners, Partners, or Corporate Officers (as applicable):

Name	Title	Address (if different from above)

Name	Title	Address (if different from above)

PLEASE LIST FACILITIES SUBJECT TO RESIDENTIAL UNIT REGISTRATION ON NEXT PAGE

CERTIFICATION:

1. The individual completing and submitting the Residential Rental Unit Registration has the authority to do so for the entity making application.
2. The individual completing the application certifies they have received and read City Ordinance No. 1000, adopted by the City Council November 7, 2016 and codified in Stayton Municipal Code 15.06.120, and Resolution No. 969.
3. The individual completing the application certifies under penalty of making a false statement, that to the best of their knowledge and belief, the statements contained herein are correct and true.

Owner / Agent Signature: _____ Date: _____

Facility type <i>(Single family house (SFH), duplex, multi-unit apartment, other)</i>	Address of each facility	# of Dwelling Units Subject to a Rental Agreement <i>(for each address)</i>	Reason for Exemption* <i>(if applicable, see list below)</i>
Total Number of Dwelling Units			
Less Dwelling Units Exempt from Fees			
TOTAL # OF DWELLING UNITS SUBJECT TO FEE			
Fee per Dwelling Unit		\$10.00 per unit	
TOTAL DUE WITH REGISTRATION			

The City of Stayton Residential Rental Unit Fee is established in Resolution No. 969 of the Stayton Municipal Code.

- *REASON FOR EXEMPTION**
- a. Hotel, motel, and lodging
 - b. Hospital or other medical facility
 - c. Nursing home, transition and rehabilitation and similar facility
 - d. Group SR ("Special Residence")
 - e. Exempt from fees imposed per SMC 15.06.120(2)