



ADDITIONAL PROPERTY INFORMATION FORM

License Number _____

Provo City Corporation
 351 West Center Street
 P.O. Box 1849
 Provo, Utah 84603
 Ph: (801) 852-6523 FAX: (801) 852-6530

One Form Must be Completed for Each Property Location

Property Manager Information					
Local Agent/Manager Information (a local agent/manager must reside within 20 miles from the rental dwelling).					
Property Name: (if applicable) _____					
Property Manager Name: _____			Business Telephone: () _____		
Address: _____			Home Telephone: () _____		
City: _____	State: _____	Zip Code: _____	Cellular Telephone: () _____		
Liability Insurance Information					
Insurance Company: _____			Policy Number: _____		
Address: _____					
City: _____		State: _____		Zip Code: _____	
Building Information					
Number of Buildings at Legal Address _____			Rental Dwelling Type:		
Occupancy Status:			<input type="checkbox"/> Condo <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> Fourplex		
<input type="checkbox"/> Singles <input type="checkbox"/> Family <input type="checkbox"/> Both			<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Apartment (5 or more units)		
Individual Property Information					
If you own multiple properties in different locations you must complete a separate Property Information Form for each location. Please do not list multiple buildings in this section unless they are part of a complex.					
Property	Property Address	Number of Dwelling Units	Number of Occupants Per Unit (N/A Family)	Number of Parking Stalls Per Bldg	Parcel/Serial Number
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
If a complex has more than 10 buildings, please attach additional Property Information Forms (complete building information only).					
Property Owner Notes or Explanations: _____					
Office Use Only					
Approvals: Zoning Division _____		Date _____			
Building Inspection _____		Date _____			
Comments or Conditions: _____					

(When a license is issued, it will be valid from the date of approval through July 31st each year)