

CITY OF WINDY HILLS
RENTAL PROPERTY REGISTRY FORM 2023

This certificate must be renewed by January 1st of each year or when the property changes ownership. It must be updated with each rental prior to occupancy. A \$150.00 fee must be paid to the City of Windy Hills with the annual registration for one property and \$75.00 for each additional rental property. New property rentals must be registered within 30 days of first rental.

FORM MUST BE COMPLETELY FILLED IN
(Incomplete or Illegible Applications will NOT be accepted)

DATE: _____

1. OWNER: _____

CONTACT ADDRESS: _____

(P.O. Box not acceptable)

CITY/STATE/ZIP: _____

EMAIL ADDRESS: _____

TELEPHONE: (____) _____

2. AGENT/RESPONIBLE/PARTY _____

CONTACT ADDRESS: _____

(P.O. Box not acceptable)

CITY: _____

EMAIL ADDRESS: _____

TELEPHONE: (____) _____

3. RENTAL ADDRESS: _____

4. OCCUPANT(S) NAME: _____ **(Optional)**

(as of January 1, 2019 - Use a separate sheet or back of page if more than one tenant)

OCCUPANT(S) PHONE: (____) _____ **(Optional)**

*** **MANDATORY** - NUMBER OF ADULTS: _____ NUMBER OF CHILDREN _____

NUMBER OF FAMILIES _____ LIVING AT THIS PROPERTY ADDRESS

THE CITY OF WINDY HILLS ORDINANCES AND OTHER INFORMATION PERTAINING TO CITY SERVICES CAN BE FOUND AT: www.cityofwindyhills.com

IF ANY TAXES OR PAST REGISTRATION FEES ARE DUE, A VALID CERTIFICATE WILL BE DENIED.

MAIL COMPLETED FORM WITH A CHECK TO CITY CLERK: **CITY OF WINDY HILLS, 4350 BROWNSBORO ROAD, SUITE 110, LOUISVILLE, KY 40207**

For Office Use Only

Date Application Received: _____ Registration Fee: _____