



CITY OF HOUSTON

REGISTRATION OF MULTI-FAMILY APARTMENT COMMUNITY OWNER

(Print or type all information)

Pursuant to city ordinance, owners of apartment communities are required to register certain information with the city. For the purposes of the ordinance, an "apartment community" means a multi-family residential rental property under common ownership containing 10 or more separate living units designed, built rented, leased let out or hired out to be occupied, or that are occupied as residences, but excludes a condominium subject to chapters 81 or 82 or the Texas Property Code. Pursuant to the ordinance, an "owner" means the person or persons who hold title to an apartment community.

Circle one **New Application** **Updated Application**

1. NAME OF PROPERTY _____

2. BUSINESS OFFICE ADDRESS _____ CITY _____ STATE _____

(MAILING)

ZIP _____ E-MAIL ADDRESS _____

2A. PROPERTY ADDRESS _____ CITY _____ ZIP _____

3. Date property opened under this name at this location _____ PHONE # _____ Fax # _____

4. Property is a R.E.I.T. T.I.C. L.L.P. L.L.C. NON Profit C.L.P. L.P.

OTHER _____

5. Registered Agent: (if Owner is not an individual)

Name _____ PHONE# () _____ FAX# () _____

Address _____ CITY _____ STATE _____ ZIP _____

6. Owner's FULL NAME _____ PHONE# _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

7. Name and extent of owner's interest in the apartment community (Check one)

There is only one titleholder and the extent of the owner's interest is 100%

There is more than one titleholder and the interest of the Owner's are as follows: _____

8. Management Information (Management company or manager)

Name: _____

Address: _____

Contact Person (if manager is not an individual) _____

IMPORTANT! PLEASE FILL IN ALL REQUIRED INFORMATION

I understand that this application is an official government record. I understand that knowingly making a false entry or omitting required information in one or more of the above fields could result in criminal charges and the denial/revocation of my registration.

Date Application Made _____ (x) _____

Signature & Title

(x) _____

Signature & Title

INFORMATION IN THIS SECTION PROVIDES DATA FOR CITY DEPARTMENTS.
PLEASE INDICATE THE PROPERTY DESCRIPTION APPLICABLE TO YOUR
PROPERTY. WHERE APPLICABLE PLEASE MARK THE APPROPRIATE BOX.

8. Does the property have flat roofs or pitched roofs? Flat Pitched

9. What street is the main entry accessed from? _____

9a. What streets allow entry to the property _____

10. Does the property have access gates? Yes No Type of controlled access Key pad Radio control
Resident intercom Resident key card

11. How many swimming pools are located on the property? _____

12. Is this property a Senior Housing Property
 Assisted Living Property HUD Sec. 8 dwelling
 Single Residence Occupancy HATCH Property

13. Does your property have multiple addresses? Yes No
Number of addresses: _____

Total # Units _____

Unit Mix	Total by Type	
One bedroom/efficiency	_____	Four bedrooms _____
Two bedrooms	_____	Five bedrooms _____
Three bedrooms	_____	Six bedrooms _____

Average Percentage of Occupancy in 2006 _____

How many fire hydrants are located on your property? _____

How many pay phones do you have on your property? _____

FOR OFFICE USE ONLY

Registration subject to Approval of:
Multi-Family Administration Unit of the
City of Houston Police Department

Mail: Houston Police Department
Multi-Family Admin. Unit
1200 Travis 15th Floor
Houston, Texas 77002

Office: Multi-Family Administration Unit
1200 Travis, 15th Floor
Houston, Texas 77002
Phone: (713) 308-3900