



**Department of Permits & Inspections
RENTAL PROPERTY IDENTIFICATION FORM**

The City of Portsmouth adopted its amended Rental Inspection Ordinance on June 28, 2005. After the adoption owners are required to notify the Environmental inspection districts. Please provide the information requested below and return this form to this department. Ensure you make a copy for your records. We appreciate your cooperation.

Owner's Name (Print) _____

Owner's Home Address: _____

Owner's Telephone Number: _____

Include Area Code if out of local calling area

Please list addresses of all rental property that you own. If this is an apartment building list building address and apartment letter or number. **Example: 1616 Norway Street #A or 1616 Norway St. #1**

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Note: If you sell your rental property, the following information must be provided to this office.

Name of Purchaser: _____

Address of Purchaser: _____

Signature of Rental Property Owner of Agent

(Date)

Return this completed form to the address below or fax it to (757) 393-5108