



BUILDING OWNER’S REGISTRY AFFIRMATION

As per §90-20 of the Code of City of Rochester, adopted January 20, 2009, I, _____,
am providing the City of Rochester with the mandated contact information for the properties I own. I
understand that should any of this information change I must notify the City within ten (10) days of the change.

Please note the following:

- All one and two family owner occupied homes, Government Buildings, Hospitals, Schools, and Commercial or Industrial Buildings with twenty four (24) hour operations and/or security are exempt from this requirement.
- A Post Office Box will not be accepted as a street address.
- The name of both the owner and manager must be a person. If the ownership is listed as a LLC or Partnership you must include the name of a person who is responsible and can be contacted if necessary.
- Pursuant to §90-20E(5), All notices of violation and other service of process upon an owner, if mailed, shall continue to be mailed to the owner’s tax mailing address if such address has been provided by the owner to the City.

False statements made herein are punishable by a Class A Misdemeanor pursuant to the NYS Penal Law.

OWNER SIGNATURE: _____ **EFFECTIVE DATE:** _____

MANAGER/AGENT:

NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE: _____ *HOME [] *CELL [] WORK []

OWNER:

NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE: _____ *HOME [] *CELL [] WORK []

*These phone numbers will not be made available to the public.

PROPERTIES AFFECTED:

1. _____
2. _____
3. _____

* Please attach additional sheets if necessary.

