



TOWN OF NORTHLAKE
MULTI-FAMILY REGISTRATION FORM

PERMIT NUMBER:
DATE RECEIVED:

Application must be filled out, signed, and submitted to Mrandolph@town.northlake.tx.us with all required documents attached.

Requirements Checklist

- Certificate of Incorporation
Property Site Plan
Mortgage Lienholder Information (If applicable)

1 Certificate of Incorporation - Required if ownership is a corporation, partnership, or other legal business entities.

Registration Type/ Fee

- Initial registration - \$120 for initial year
Renewal - \$60 annually
Inspection - \$10/ per unit annually

Property Information

Operating Name:

Property Address:

Taxpayer ID Number:

Total Number of Buildings:

Total Number of Units (by type):

Total Number of Units:

1-Bedroom:

Maximum Occupancy:

2-Bedroom:

3-Bedroom:

Designated Manager/Operator Information

Name:

Mailing Address:

Phone Number:

24-Hour Contact Number:

Email:

Property Ownership Information

Name:

Mailing Address:

Phone Number:

24-Hour Contact Number:

Email:

I certify that I am the owner/ designated representative for the multi-family property referenced above; the property complies with, and will continue to comply with, any applicable ordinances, standards, and municipal code requirements.

Date of Application:

Signature: