

City of Oak Ridge Rental Registration Form

Community Development 200 S. Tulane Ave. Oak Ridge, TN 37830 Main: 865.425.3532 Fax: 865.425.3426

Please Print

RENTAL UNIT - PROPERTY DETAILS

Address:Street			Oak	Ridge, Tenn	essee 37830	Subdivisio	n:		
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House Single Family Dw	ening C) Duplex	O 3 Plex	4 Plex	Apartmen	t Building	Condo	rowiniouse	
** Is this Property/Rental	Unit Vacan	nt? OYE	S ONO	Are all ι	utilities active	in this Unit	? OYES	\bigcirc NO	
CHECK and COMPLETE ALI	. THAT APP	PLY: Story	's #	Bedrooms #	# Bat	hrooms #_		arport	
Attached Enclosed Gara	ige OU	tility Shed	ODetac	hed Garage	○ Pool/Sp	a 🔘 Fen	ced Ocr	awl Space	
Basement Unfinished	○ Basem	nent Finish	ed App	roximate Squ	uare Footage o	of Living Spa	ace:		
Are there any additional I ** (If "Yes" Please use "At			_		_	_			
OWNER 1 INFORMATION:				Email:					
		Name							
Address:					Phone: ()			
Street	City	State	Zip						
OWNER 2 INFORMATION:				Email:					
(If Applicable)		Name							
Address:					Phone: ()	-		
Street	City	State	Zip			, 			
PROPERTY MANAGEMENT (if applicable):					Contact:				
			Company Na	me			Pe	erson	
Address:					Phone: ()			
Street		City	State	Zip	·	,			
Mgmt Email:					_ Fax: ()			
The person signing this form identified all applicable informotified in writing or by re-su are made with this office. Fail any information on this applicassessed in accordance to law You may em	mation. Sho bmitting of to lure to composition may round to except	uld any regi this form wi ply with the esult in the eed \$50.00 I	stration info thin thirty (3 provisions of revocation, s Per Week, Pe	rmation chang 0) calendar da f Title 13 Chap suspension or er Rental Unit.	ge, the City of C ays after the cha oter 5 of the Oal denial of this re	ak Ridge Cod ange occurs k Ridge Mun egistration.	des Departmo unless prior a icipal Code o	ent must be irrangements r to falsify	
Owner 1 Signature:						Date:			
Owner 2 Signature:						Date:			

Rental Dwelling Inspection Program Information

In an effort to improve the quality of life in the community, the City of Oak Ridge Community Development Department with Codes Enforcement is working with citizens of the community on housing and other property issues that have been identified. Part of this overall effort, a rental housing program has been initiated to address the distressed property challenges that exist in the community. The following information is to aid in the use of this form and the program it is intended serve:

DEFINITIONS

"Dwelling" or "Dwelling Unit" means a structure or the part of a structure that is used as a home, residence, or sleeping place by one (1) person who maintains a household or by two (2) or more persons who maintain a common household;

"Premises" or "Property" means a dwelling unit and the structure of which it is a part and facilities and appurtenances therein and grounds, areas and facilities held out for the use of tenants generally or whose use is promised to the tenant;

"Rental Unit" means any dwelling unit or residential structure that contains sleeping unit(s) or room(s) which is leased or rented or has an occupancy agreement otherwise regardless of monetary exchange to the owner or person in control of such units from any tenant, whether by day, week, month, year or any other term. This definition excludes all Hotel/Motel or transient boarding establishments.

"Landlord" means the owner, lessor, or sub-lessor of the dwelling unit or the building of which it is a part, and it also means a manager of the premises who fails to disclose as required by § TCA 66-28-302;

"Rental agreement" means all agreements, written or oral, and valid rules and regulations adopted under § 66-28-402 embodying the terms and conditions concerning the use and occupancy of a dwelling unit and premises;

"Tenant" means a person entitled under a rental agreement to occupy a dwelling unit to the exclusion of others;

"Owner" means one (1) or more persons, jointly or severally, in whom is vested:

- (1) All or part of the legal title to property; or
- (2) All or part of the beneficial ownership and a right to the present use and enjoyment of the premises;
- (3) "Owner" also includes a mortgagee in possession.

"Inspector" examines the condition of a certain property, including buildings, homes and other structures. After a comprehensive inspection, the inspector records and prepares a report detailing the inspection. Inspectors are required to be qualified, licensed or certified in the State of Tennessee for such activity in accordance with State Law.

"Manhattan District Overlay" (MDO) is the geographic region identified and subject to the provisions of the Oak Ridge Municipal Code Title 13 Chapter 5 Residential Rental Dwelling Unit Inspections.

Maintenance by Landlord (TCA § 66-28-304) the landlord shall:

- 1. Supply Essential Services
- 2. Comply with applicable building and housing codes materially affecting health and safety
- 3. Make all repairs and do whatever is necessary to put and keep the premises in a fit and habitable condition
- 4. Keep all common areas clean and safe

In multi-unit complexes of 4 or more units, the landlord must provide and maintain appropriate receptacles and conveniences for the removal of ashes, garbage, rubbish and other waste from common points of collection.

Tenant Obligations (TCA § 66-28-401) the tenant(s) shall:

- 1. Comply with all obligations primarily imposed by applicable provisions and housing codes materially affecting health and safety
- 2. Keep their space as clean and safe as it was when the tenant took possession
- 3. Dispose from dwelling all ashes, rubbish, garbage and other waste to the designated collection areas and into receptacles
- 4. Not deliberately destroy, deface, damage or impair any part of the premises or permit any person to do so
- 5. Not disturb the neighbor's peaceful enjoyment of the premises

Accurate and Complete Information. All information provided on the registration form shall be accurate and complete. No person shall provide inaccurate information for the registration of a rental unit, or fail to provide the information required for such registration. The registration form shall be signed by the property owner(s) or the designated responsible local agent, where applicable. When the owner is not a natural person, the owner information shall be that of the president, general manager or other chief executive of the organization. When more than one person has an ownership interest, the required information shall be provided for each owner on the City of Oak Ridge provided registration form.

UPON RECPEIPT OF THE RESIDENTIAL RENTAL REGISTRATION NOTICE LETTER AND FORM, YOU HAVE SIXTY-FIVE (65) CALENDAR DAYS FROM DATE OF THIS NOTICE TO RETURN THE COMPLETED REGISTRATION FORM(S). UNDER SPECIFIED CONDITIONS, REGISTRATION WILL BE REQUIRED AGAIN IN FOUR (4) CALENDAR YEARS UNLESS OTHERWISE REVOKED OR MODIFIED.

OAK RIDGE • **ATTACHMENT A** • Rental Unit Registration Property List (CONTINUED) **You may email this completed form and Attachment A to:** RentalRegistration@oakridgetn.gov (PLEASE PRINT)

Address: Oak Ridge, Tennessee 37830 Subdivision:
Street
○ House Single Family Dwelling ○ Duplex ○ 3 Plex ○ 4 Plex ○ Apartment Building ○ Condo/Townhouse
** Is this Property/Rental Unit Vacant?
CHECK and COMPLETE ALL THAT APPLY: Story's # Bedrooms # Bathrooms # Carport
○ Attached Enclosed Garage ○ Utility Shed ○ Detached Garage ○ Pool/Spa ○ Fenced ○ Crawl Space
○ Basement Unfinished ○ Basement Finished Approximate Square Footage of Living Space:
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