



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
icplanning@jeffcitymo.org

REGISTRATION OF LANDLORD

Chapter 8, Article VII of the City Code states that “No person shall rent, lease or offer to rent or lease, any residential property located within the City of Jefferson, Missouri unless prior to doing so that person has registered as a Landlord.” If you own residential property within the City of Jefferson, Missouri, please complete, sign, and return this form within **30 days** to: **Director, Planning and Protective Services, 320 E. McCarty Street, Jefferson City, MO 65101.**

Registration requires all of the following information:

1. Owner	
Name	
Mailing Address (No PO Box)	
Phone Number	
Email Address	
2. Property Manager	
Name	
Mailing Address (No PO Box)	
Phone Number	
Email Address	

3. Contact this person for Emergencies or Violations. This person MUST be a resident of the City of Jefferson or reside within 20 miles of the property.

Name	
Mailing Address (No PO Box)	
Phone Number	
Email Address	

4. List all residential property owned by this Owner (within City of Jefferson only): use back of sheet if necessary or attach list.

Property Address	No. of Units
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

This information provided above is true and correct to the best of my knowledge.

 Signature _____
 Relation to owner