



City Services Department
 Building Division
 2120 Hord Avenue
 Jennings, MO 63136

Fee: \$50.00

PROPERTY REGISTRATION AND INSPECTION REQUEST

Date _____ Sale _____ Rental _____

PROPERTY ADDRESS _____ Occupied _____ Vacant _____

Name of Owner _____

Owner's Address _____

City _____ State _____ Zip _____ Email _____

Phone No. _____ Work _____ Cell _____

If the owner of the rental property wishes to designate an agent to be responsible for said property and to accept notices and process applications, please fill in the following information and provide a supporting contract agreement (ex: property management agreement, agency agreement, power of attorney) :

Agent/Property Management Name _____

Agent's Company _____

Address _____ Phone No. _____

Signature of Owner _____ **Date** _____

Signature of Authorizing Agent _____ **Date** _____

(No electronic signature wet/pen signatures only)

NOTE: All fees include one (1) initial inspection and one (1) re-inspection. Make business checks only payable to City of Jennings with phone number on it (*Personal checks are NO longer accepted*).

For office use only

MINIMUM HOUSING INSPECTION APPOINTMENT

Address _____ Receipt No. _____

Date _____ Amount of fee _____

Time _____ Date Paid _____