



CITY OF PORTLAND

October 23, 2009

Dear Multi Family Property Owners;

The Code Enforcement Ordinance Article VI – Disclosure of Building Ownership –Section 6-151 of the City of Portland Inspections Division, requires all multi-family property owners to register with the City of Portland. You can mail it back or fax us at 207-874-8716. If you have any questions, please do not hesitate to call us at 874-8703 or 874-8693. You may mail the registration form back to:

City of Portland
389 Congress Street
Portland, Maine 04101
Attention: Inspection Services, Room 315

MULTI-FAMILY REGISTRATION

Property location: _____ Number of units: _____

OWNERS INFORMATION

Owners name: _____ Mailing Address: _____
Owners daytime phone: _____
Owners evening phone: _____
Cell phone or beeper: _____

PROPERTY MANAGEMENT INFORMATION

Property Management: _____ Mailing Address: _____
Daytime phone: _____
Evening Phone: _____
Cell phone or beeper: _____

Sincerely,

Gayle Guertin
Office Assistant