



Dear Landlord,

****NEW**** The following is a section from Chapter 184.23 of the City of Oberlin code specific to income tax effective January 1, 2016. Landlords are now required to file a semiannual list of their Oberlin tenants as noted:

SECTION 184.23 RENTAL AND LEASED PROPERTY.

(A) All property owners of real property located in the Oberlin, who rent or otherwise lease the same, or any part thereof, to any person for residential dwelling purposes, including apartments, rooms and other rental accommodations, during any calendar year, or part thereof, commencing with the effective date of this section, shall file with the Tax Administrator on or before the end of each of the months of January 31 and July 31 following the end of each semi-annual calendar period, a written report disclosing the name, address and also telephone number, if available, of each tenant known to have occupied, during each semi-annual calendar period, such apartment, room or other residential dwelling rental property. The first reporting date shall be July 31, 2016.

If you have any questions, please call 440-775-7212.

Landlord name: _____

Landlord mailing address: _____

Tenant name: _____

Tenant Oberlin address: _____

Tenant phone: _____

Tenant name: _____

Tenant Oberlin address: _____

Tenant phone: _____

Tenant name: _____

Tenant Oberlin address: _____

Tenant phone: _____

Mail list(s) to RITA

Registration
P.O. Box 477900
Broadview Heights, OH 44147-7900