



City of Long Beach

Department of Development Services

Mail to: 100 W. Broadway, Suite 400 | Long Beach, CA 90802 | Visit us at: www.lbds.info | E-mail us: lbds@longbeach.gov

REGISTRATION FORM

Please check one: New Registration Updated Registration

Site Address: _____

Owner Name: _____ APN: _____

DBA: _____

Mailing Address: _____

Phone: _____

Local Contact/Property Management Company: _____

Local Contact Address: _____

Local Contact Phone: _____

Number of Residential Units: _____ Description of Property (i.e. two 8-plex buildings): _____

Additional Information: _____

Signature: _____ Date: _____

The owner of a rental property, or their designated local contact representative, must maintain a residential or business address and telephone number on file with the City. This registration shall be valid for one year. Subsequent registrations and fees will be due November 1st of each year, and must be received no later than December 30th of the year due. Any changes to the required information must be reported to Long Beach Development Services within 60 days of the change. This form may be utilized to report updated information by checking the "Updated Registration" box and submitting to the address indicated above. The City is not responsible for verifying the accuracy of the information provided. For additional information, contact the Code Enforcement Division at 562.570.7959 or go to www.lbds.info/prhip.

This information is available in alternative format by request at 562.570.3807. For an electronic version of this document, visit our website at www.lbds.info.

LONG BEACH
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BUILDING A BETTER LONG BEACH

