



Dear Landlord,

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 Oberlin, who rent or otherwise lease residential, agricultural, commercial or industrial premises, or any part thereof, 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 be occupying or have occupied, during each semi-annual calendar period, said premises. 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: _____ Move in date: _____

Tenant name: _____

Tenant Oberlin address: _____

Tenant phone: _____ Move in date: _____

Tenant name: _____

Tenant Oberlin address: _____

Tenant phone: _____ Move in date: _____

Mail list(s) to RITA
Registration
P.O. Box 477900
Broadview Heights, OH 44147-7900