



RENTAL HOUSING REGISTRATION

Building Official/Zoning Administrator
208 E Main Street, Manchester, Iowa 52057
Office 563.927.1112 | Mobile 563.920.0867
www.manchester-ia.org

RENEWAL APPLICATION

DUE JANUARY 1

160.08(D) Prior to the expiration date of a Rental Permit, the owner must submit an application for renewal of the Rental Permit. The owner must submit a new self-inspection form to note any changes to the dwelling unit. There is no fee for renewal of the Rental Permit. **NOTE: If renewal is more than 30 days past due (February 1), a new registration fee will be assessed at \$20 per structure, plus \$3 per unit.**

RENTAL PROPERTY ADDRESS(ES)	UNIT NUMBER	City Office Use Only		
		Self-Inspection Attached	Follow Up Needed	Permit No

Additional lines are available on the backside of this application.

OWNER	RESPONSIBLE MANAGER (if different from owner)
Name: _____	Name: _____
Address: _____	Address: _____
City/State/Zip: _____	City/State/Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

I certify that this information is true and complete to the best of my knowledge and that I have read a copy of the City of Manchester's Rental Housing Code provided on the website at www.manchester-ia.org. I also understand the information provided is public information and may be released upon request.

Signature of Owner or Responsible Local Manager (Required)

Date

Building Official/Zoning Administrator Signature

[illegible]