



City of Cudahy Property Owner/Operator Registration

In Accordance with City of Cudahy Municipal Code Section 12.36, on a yearly basis, property owners shall file owner contact information and appoint a local contact operator. This ordinance shall not apply to owner-occupied one and two family building where the ownership is recorded with the Milwaukee County Register of Deeds, owner-occupied condominium units, jails, convents, monasteries, parish rectories, parsonages and similar facilities, hospitals and residential facilities licensed by the City of Cudahy or the State of Wisconsin or government-owned buildings. Please read the enclosed instructions thoroughly before filling out this form. Please type or print in ink.

Section 1 – Property Description for Registration (See Section 1 Instructions)

Parcel Tax Key: Please Check box as applicable.
Property Address:
Property Type Class: Owner
Description: Owner
Number of Units: Representative

Please verify that the Assessor's current information for the above described property and owner information located in box 2b is accurate.

Section 2 – Property Owner Information (See Section 2 Instructions)

2b.

Above is the current listing from the City Assessor's Office of the primary owner and address for tax information mailing. Refer to Section 1a instructions to change.

Property Owner's Emergency Phone # (Required):
 (___) ___ - ____

2c. Required Information. List the preferred mailing address for contacting the property owner. A street address is required, no P.O. Box or similar addressing is allowed.

Name _____
 Address _____
 City/State Zip _____
 Email Address _____

Section 3 – Local Operator Appointment (See Section 3 Instructions)

The Operator below is appointed by the property owner to accept official communications from the City regarding property related matters. Operator information shall list residence address and emergency phone information. The appointed Operator shall reside within one of the 7 counties of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington or Waukesha County. The Operator may be the property owner, subject to county residency requirements. If you choose not to have the same Operator for each property listed in Section 2, you must file an individual registration form for each property listed.

Last Name: _____, First Name: _____, M.I. _____, Surname (Jr., Sr., etc) _____

Domicile (Residence), Address, City, State, Zip; (No P.O. Box or similar is allowed) _____ County of Residence _____

Operator Phone # for Emergency Contact:
 Primary: _____ Other
 Required (___) ___ - ____ (Optional) (___) ___ - ____

Section 4 – Information Attested (See Section 4 Instructions)

The following named owner or owner's representative states that the information submitted is true and accurate to the best of his/her knowledge. (Falsification of information may result in the enforcement of penalties upon the property owner as prescribed in Cudahy Municipal Code section 25.04)

 Signature

 Please Print Name

SUBSCRIBED AND SWORN TO BEFORE ME THIS
 ____ DAY OF _____, ____

 NOTARY PUBLIC/STATE OF WISCONSIN

MY COMMISSION EXPIRES; _____

Affix Seal Here

Section 5 – Payment Information (See Section 5 Instructions)

City of Cudahy	Rate	X # of Units	Fee
Initial Registration	\$25.00		
If Paid After 45 Day Notification	\$50.00		
Renewal Fee	\$12.00		
*Non-Compliance Fee	\$25.00		
Total Amount Submitted			

*This fee is required in addition to the double fees for every month or fraction thereof, the registration/renewal information goes beyond the respective deadlines.

Mail payment with registration forms to:
 City of Cudahy
 Department of Inspection and Neighborhood Preservation
 5050 S. Lake Drive
 P.O. Box 100510
 Cudahy, WI 53110