

# NOTIFICATION OF ARIZONA RESIDENTIAL RENTAL PROPERTY

Pursuant to A.R.S. §§ 33-1901 and 33-1902 (see reverse side)

**INSTRUCTIONS:** In compliance with **A.R.S. § 33-1902(A)**: an owner of residential rental property shall maintain with the Assessor in the county where the property is located information required by this section in a manner to be determined by the Assessor. If the property is owned by a corporation, limited liability company, partnership, limited partnership, trust or real estate investment trust, include the name, address and telephone number of the business entity and the statutory agent, if applicable.

Pursuant to **A.R.S. § 33-1902(B)**: an out-of-state owner of residential rental property shall designate and record with the County Assessor a statutory agent who lives in this state and who will accept legal service on behalf of the owner. A person who fails to comply with any provision of this section shall be assessed a civil penalty of one thousand dollars, plus an additional one hundred dollars for each month after the date of the original violation until compliance occurs.

**Retain a copy of this completed form for your records.**

## 1. PROPERTY INFORMATION:

List County where property is located (required): \_\_\_\_\_

Check property type:  Single Family Residence  Multiple Family Residence  Mobile Home  MH/RV Park space

Property Site Address: \_\_\_\_\_

Street # \_\_\_\_\_ Street Direction \_\_\_\_\_ Street Name \_\_\_\_\_ Street Type (Ave, Lane, etc.) \_\_\_\_\_ Suffix (if any) \_\_\_\_\_  
City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_

List the year the building was built: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

List Additional Parcel Numbers for this property (up to four):

## For Unsecured Mobile Homes ONLY

List Tax Roll # \_\_\_\_\_

ATTACH LIST FOR ANY ADDITIONAL PARCELS

## 2. OWNERSHIP INFORMATION: (Please Print)

Check below to indicate form of ownership (Property Owner OR Business Entity):

Property owner, list name of owner: \_\_\_\_\_  
Last Name First Name

Street Address: (no P.O. Box) \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

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List the name of the business entity: \_\_\_\_\_

Street Address: (no P.O. Box) \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

If the business entity is a:

- Corporation, list name of corporate officer: \_\_\_\_\_
- Limited liability company, list name of managing or administrative member: \_\_\_\_\_
- Partnership, list name of general partner: \_\_\_\_\_
- Limited partnership, list name of general partner: \_\_\_\_\_
- Trust, list name of trustee: \_\_\_\_\_
- Real estate investment trust, list name of general partner or officer: \_\_\_\_\_

## 3. OUT-OF-STATE OWNER'S DESIGNATION OF AGENT:

A.R.S. §33-1902(B) requires that if the owner listed above lives out of state, that a statutory agent is designated who resides in Arizona to **accept legal service** on behalf of the owner of residential rental property.

Name of statutory agent: \_\_\_\_\_ Address: \_\_\_\_\_  
Last Name First Name  
City: \_\_\_\_\_ AZ Zip Code: \_\_\_\_\_ Telephone # ( ) \_\_\_\_\_

## 4. REQUIREMENT TO UPDATE INFORMATION:

Under penalty of law the owner of Arizona residential rental property shall update any information listed above within ten days after a change in the information occurs.

I request that the Assessor update the following information: Mailing Address  Legal Class

I hereby affirm that the information included or attached is true and correct.

X  
\_\_\_\_\_  
Signature of Property Owner or Business Entity's Representative Date

**CHAPTER 17**  
**RESIDENTIAL RENTAL PROPERTY**  
**ARTICLE 1. GENERAL PROVISIONS**

**33-1901. Definitions**

A. In this article, unless the context otherwise requires:

- ◆ “Managing Agent” means a person, corporation, partnership or limited liability company that is authorized by the owner to operate and manage the property.
- ◆ “Residential Rental Property” means property that is used solely as leased or rented property for residential purposes. If the property is a space rental mobile home park or a recreational vehicle park, “Residential Rental Property” includes the rental space that is leased or rented by the owner of that rental space but does not include the mobile home or recreational vehicle that serves as the actual dwelling if the dwelling is owned and occupied by the tenant of the rental space and not by the owner of the rental space.
- ◆ “Slum Property” means residential rental property that has deteriorated or is in a state of disrepair and that manifests one or more of the following conditions that are a danger to the health or safety of the public:
  - (a) Structurally unsound exterior surfaces, roof, walls, doors, floors, stairwells, porches or railings.
  - (b) Lack of potable water, adequate sanitation, facilities, adequate water or waste pipe connections.
  - (c) Hazardous electrical systems or gas connections.
  - (d) Lack of safe, rapid egress.
  - (e) Accumulation of human or animal waste, medical or biological waste, gaseous or combustible materials, dangerous or corrosive liquids, flammable or explosive materials or drug paraphernalia.

**33-1902. Residential rental property; recording with the assessor; agent designation; civil penalty.**

A. An owner of residential rental property shall maintain with the assessor in the county where the property is located information required by this section in a manner to be determined by the assessor. The owner shall update any information required by this section within ten days after a change in the information occurs. The following information shall be maintained:

1. The name, address and telephone number of the property owner.
2. If the property is owned by a corporation, limited liability company, partnership, limited partnership, trust or real estate investment trust, the name, address and telephone number of the statutory agent, if applicable, and the following:
  - (a) For a corporation, a corporate officer.
  - (b) For a partnership, a general partner.
  - (c) For a limited liability company, the managing or administrative member.
  - (d) For a limited partnership, a general partner.
  - (e) For a trust, a trustee.
  - (f) For real estate investment trust, a general partner or an officer.
3. The street address and parcel number of the property.
4. The year the building was built.

B. An owner of residential rental property who lives outside this state shall designate and record with the assessor a statutory agent who lives in this state and who will accept legal service on behalf of the owner. The owner shall designate the agent in a manner to be determined by the assessor. The information shall include the name, address and telephone number of the agent.

C. Residential rental property shall not be occupied if the information required by this section is not on file with the county assessor. This subsection does not affect any existing lease.

D. All records, files and documents that are required by this section are public records.

E. A person who fails to comply with any provision of this section shall be assessed a civil penalty of one thousand dollars, plus an additional one hundred dollars for each month after the date of the original violation until compliance occurs. The court shall not suspend any portion of the civil penalty provided by this subsection.

F. Notwithstanding subsection E of this section, if a person complies within ten days after receiving the complaint that notices the violation, the court shall dismiss the complaint and shall not impose a civil penalty.

G. In carrying out the provisions of this section the county assessor shall have immunity as provided in Section 12-820.01.

**Return completed form to:**

**Maricopa County Assessor**  
**301 W Jefferson Suite 330**  
**Phoenix AZ 85003-2196**  
**(602) 506-3406**