

Non-Owner-Occupied Residential Property **Information Update Form**

To be filed with the City of Eastpointe Building Department in accordance with ordinance Chapter 10 Section 54(c)

Upon transfer of possession of property, change in property management, or informational update to mailing address (please note: owner address must be updated with the Assessing Department first) file with the Building Department within 30 days of change please:

Property Address: _____

Owner Information:

Name of Property Owner: _____

Representative (if named owner is a company): _____

Address of Property Owner: _____

Phone Number: _____ E-mail: _____

Agent Information:

Name of Company (if applicable): _____

Name of Agent: _____ E-mail: _____

Mailing Address: _____

Phone Number: _____

Tenant Information:

Name: _____ Phone: _____

E-mail: _____

Signature of Owner or Agent _____ Date: _____