

VILLAGE OF HARTVILLE
INCOME TAX DEPARTMENT
202 W MAPLE ST
PO BOX 760
HARTVILLE, OH 44632
PHONE: 330-877-9222 FAX: 330-877-9778

MANDATORY TENANT INFORMATION REPORT

Property Owner: _____

Property Owner Address: _____

TENANT INFORMATION

Name: _____

Spouse: _____

Property Address: _____ Unit # _____

Date of Occupancy: _____

Vacating Date: _____

Forwarding Address: _____

In order to comply with the Village of Hartville Ordinance No. 1-06.19 beginning October 6, 2006 this information sheet must be kept current on an ongoing basis.

****You have thirty (30) days after a tenant occupies or vacates the property to inform this office.**

Penalty for Failure to File Report. Owners who fail to comply will be subject to a penalty of \$50.00 for the first offense, \$100.00 for the second offense, and \$200.00 for the third and subsequent offenses in compliance with Ordinance No. 1-06.19.