



City of Glendale  
Community Housing Division  
6842 N 61<sup>st</sup> Ave  
Glendale AZ 85301  
623-930-2180

**TO SECTION 8 LANDLORDS**  
**NOTICE OF TAX REGISTRATION REQUIREMENTS AND ADDITIONAL INFORMATION FOR ALL**  
**LANDLORDS WHO LIVE OUTSIDE OF MARICOPA COUNTY, ARIZONA**

Dear Section 8 Landlord:

Please be advised that in accordance with A.R.S. § 33-1902 an owner of a residential rental property in Maricopa County must register certain information relating to the property and its ownership with the Maricopa County Assessor. In order to continue to receive your HAP payment, you must provide proof that your property has been registered with Maricopa County as a rental property. Registration forms are available at [http://www.maricopa.gov/Assessor/Residential\\_Property\\_links.aspx](http://www.maricopa.gov/Assessor/Residential_Property_links.aspx).

In accordance with city code, 21.1, property owners with one or more residential units rented or available for rent must pay tax to the City of Glendale on the units located within the City. In order to continue to receive your HAP payment, you must provide our office with proof that your property has been registered with the City of Glendale's Tax and License Division. Application forms are available at <http://www.glendaleaz.com/taxandlicense/Forms.cfm>.

In addition, Glendale Section 8 landlords who reside outside of Maricopa County must have a local agent. Glendale City Code, Section 29.1-39 (a) states, "Owners of residential rental property located within the city, who reside outside Maricopa County, shall designate a person residing within Maricopa County as the local agent for the owner to receive notices relative to the property. The name, address, and telephone number of this designated agent shall be provided to the city upon request or upon service of a notice." If you are a landlord with a Section 8 property, and you live outside of Maricopa County, in order to continue to receive your HAP payment, you must provide our office with the name and contact information for your local agent.

Failure to provide these documents will disqualify your property from the program.

If you have any questions, please contact Erin O'Neil at 623-930-3702.

Sincerely,  
Glendale Community Housing

For Office Use Only      Exp. Date



City of Glendale Community Housing Division  
**FOR RENT**



TODAY'S DATE \_\_\_\_\_

FAX #: 623-930-1064

**EXPIRATION DATE WILL BE TWO MONTHS AFTER TODAY'S DATE;  
LISTING WILL BE REMOVED FROM THE BOOK AT THAT TIME.**

HOUSE       APARTMENT       TOWNHOUSE       DUPLEX

ADDRESS: \_\_\_\_\_

SQ FOOTAGE \_\_\_\_\_ # BEDROOMS \_\_\_\_\_ BATHS \_\_\_\_\_ RENTAL PRICE \$ \_\_\_\_\_

YEAR BUILT \_\_\_\_\_ SECURITY DEPOSIT \$ \_\_\_\_\_

> **TENANT PAYS:** ELECTRIC \_\_\_\_\_ GAS \_\_\_\_\_ WATER \_\_\_\_\_  
OTHER (SPECIFY) \_\_\_\_\_

**AMENITIES:**

CARPET	<input type="checkbox"/>	EVAP COOLER/AC	<input type="checkbox"/>
DRAPES/ BLINDS	<input type="checkbox"/>	RANGE	<input type="checkbox"/>
DISHWASHER	<input type="checkbox"/>	REFRIGERATOR	<input type="checkbox"/>
DECK/PATIO	<input type="checkbox"/>	W/D HOOKUP	<input type="checkbox"/>
GARBAGE DISPOSAL	<input type="checkbox"/>	COIN-OP LAUNDRY	<input type="checkbox"/>
OTHER	_____		

**FACILITIES:**

PLAYGROUND	<input type="checkbox"/>	COVERED PARKING	<input type="checkbox"/>
STORAGE	<input type="checkbox"/>	GARAGE	<input type="checkbox"/>
OTHER	<input type="checkbox"/>	POOL/SPA	<input type="checkbox"/>

**ACCESSIBILITY TO SERVICES:**

\*\* Is the unit handicapped accessible? Yes  No

MEDICAL FACILITIES	<input type="checkbox"/>	STORES	<input type="checkbox"/>
TRANSPORTATION	<input type="checkbox"/>	SCHOOLS	<input type="checkbox"/>

MANAGER/OWNER: \_\_\_\_\_

PHONE: \_\_\_\_\_

This advertisement is offered as a service to clients of Glendale Housing. Glendale Housing is not responsible for any information shown on this sheet. For questions, please call the manager/landlord listed above. Glendale Housing does not guarantee the rental of any unit. Unit choice is at the discretion of the participant family. Thank you.