

# Rental Housing Registration Program

## Frequently Asked Questions

### What?

Rental Property Registration is a new ordinance that requires City of Laurens property owners who own/manage/lease residential rental properties to register their rentals with the City of Laurens.

### Why?

Through this registration program, the City of Lauren is able to locate and ensure that all rental properties within city limits comply with all applicable building, property, maintenance, fire, health, safety, and zoning codes.

### How?

Property owners must complete the Rental Property Registration form found on the City of Laurens Planning and Development Department website or visit City Hall to request a hard copy.

Completed forms may be submitted to the City Hall front desk or to [planninganddevelopment@cityoflaurenscc.com](mailto:planninganddevelopment@cityoflaurenscc.com)

### Costs?

Registration of Rental properties as a part of this program does not require a fee.

### Process?

- Complete the Rental Registration form
- Return the Rental Registration form to City Hall or e-mail it to [planninganddevelopment@cityoflaurenscc.com](mailto:planninganddevelopment@cityoflaurenscc.com)
- Planning and Development Staff will review the complete Rental Registration and issue a confirmation notice
- After confirmation of registration, the property owner may request an inspection to receive a Certificate of Occupancy