

City of Wausau Rental Dwelling Unit Registration



This form must be filled out for each rental building:

Dwelling Unit(s) Address _____

Number of dwelling units at this address _____

Property Owner's Name _____

Contact _____ Email Address _____

Address of Owner*: _____

Phone Number(s) _____

**A post office box address may not be used, except in conjunction with the actual street address*

If the owner chooses to have a local agent, the following must also be completed and signed by both the owner and his/her registered agent:

I, _____, own the residential rental property located at _____ in the City of Wausau, and have appointed _____ who resides at/owns a business at:

Address _____

Municipality/Zip _____, within the County of Marathon, State of Wisconsin, as my local agent to receive service of process when necessary.

By signing this statement he/she is accepting the appointment.

Owner's Signature _____

Agent's Signature _____

Date _____

Date _____

Not a Rental Unit

Check here if property is not being used as a rental unit. Notification of changes required within 30 days.

Agent's Phone Number(s) _____

Agent's Email Address _____

Please return this form with Registration Fee to: City of Wausau Inspections Department
Ten Dollar (\$10) One-time Registration Fee - 407 Grant Street
per building Wausau, WI 54403

(Office Use Only) Payment Amount: \$ _____ Check # _____ Cash _____ Other _____

If you have any questions regarding this form, please contact the Department of Inspection and Zoning at 715.261.6780.

