Application for Permit to Operate Apartments, Rooming & Boarding Houses, Lodging Houses, Hotels, & Motels within the City of Lincoln, Nebraska

The undersigned hereby makes application to operate a (check one):

☐ **Apartment House** ☐ **Lodging House**
☐ **Hotel or Motel** ☐ **Rooming & Boarding House**

and submits the following information in accordance with the provisions of Chapter 5.51 of the Lincoln Municipal Code.

Address of Property_____

Legal Description _____

Owner _____**Owner's Phone #**_____

Owner's Address:_____

Business Address:_____

Manager / Person Directly In Charge:_____ **Phone #**_____

SEND APARTMENT NOTICES TO:_____

_____

Type of Construction:_____ Size of Building_____
(wood, brick, stucco) Total Sq. Ft.

Date Structure Built _____ **Date Structure Purchased** _____
(Mo./Day/ Year)

Total # Units_____ Is location of units same as shown on file building plans? Yes___ No___

Total # Lessees, occupants, or renters presently occupying the building_____

Total # bath or toilet rooms_____ Share baths? Yes___ No___ Meals Served? Yes___ No___

All permits issued must be renewed annually, unless revoked sooner. No permit shall be assigned or transferable. Information concerning the name and address of the owner or the manager for the subject property shall be updated and shown to be current in the event of any change from the time of last application. The number of units shall be current and updated also in the event of any change from the time of last inspection.

_____
Owner's Signature

Please Return To: *Housing Code Office, 555 South 10th St. #203, Lincoln, NE 68508 (Phone # 441-6428)*