



6925 Providence Street, PO Box 2476  
 Whitehouse, OH 43571  
 419-877-5383

[www.whitehouseoh.gov](http://www.whitehouseoh.gov)

Office Hours: Monday thru Thursday, 8:00 a.m. – 5:30 p.m.

## New Resident Handbook

**Important Phone Numbers: Dial “911” FOR ALL EMERGENCIES**

<p>Village Administrative Offices 419-877-5383          Police Department, non-emergency 419-877-9191          Fire Department, non-emergency 419-877-0363          Anthony Wayne Schools 419-877-5377          Whitehouse Post Office 419-877-5733          Chamber of Commerce 419-877-2747</p>	<p>Mayor Don Atkinson          Council Members:          William May          Louann Artiaga          Rebecca Conklin Kleiboemer          Richard Bingham          Robert Keogh          Mindy Curry</p>
<p><b>Utility Providers</b></p> <p>Toledo Edison Co. 800-447-3333          Ohio Gas Co. 800-331-7396          Spectrum 800-617-4311          Buckeye Broadband 419-724-9800</p>	<p>Mayor and Council          phone numbers and email addresses          are available at  <a href="http://www.whitehouseoh.gov">www.whitehouseoh.gov</a></p>

## Village Staff

Administrator Jordan Daugherty  
 Police Chief Mark McDonough  
 Fire Chief Josh Hartbarger  
 Director of Public Service Steve Pilcher  
 Planning Administrator Tiffany Bachman  
 Utility Billing/Zoning Permits Jill Gundy

[jdaugherty@whitehouseoh.gov](mailto:jdaugherty@whitehouseoh.gov)  
[mmcdonough@whitehouseoh.gov](mailto:mmcdonough@whitehouseoh.gov)  
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[tbachman@whitehouseoh.gov](mailto:tbachman@whitehouseoh.gov)  
[jgundy@whitehouseoh.gov](mailto:jgundy@whitehouseoh.gov)

## GENERAL INFORMATION

Visit our website at [www.whitehouseoh.gov](http://www.whitehouseoh.gov) for complete information. Watch the "Calendar" for a listing of important meeting dates and other events. You can also sign up to receive personal email notifications from the Village.

### Government

- Council meetings are held the first and third Tuesday of the month at 6:30 pm in the Village Hall. Planning Commission and Board of Zoning Appeals meet as needed on a monthly basis. Visit the website "Calendar" for those meeting dates.
- Tree Commission meets the fourth Thursday of each month. Due to Thanksgiving, the November meeting is moved to the third Thursday. They do not meet in December.
- Village legislation and meeting notices are posted at the following locations: Village Hall, Fire Department, U.S. Post Office, First Federal Savings of Delta, Share Our Grounds and on the Village web-site. If you sign up for email notification, this information will be sent directly to you.
- All meetings are open to the public and all residents are encouraged to attend.

### Police Department

- Police Department offices are located at Village Hall.
- Office hours are 9:00 am to 2:00 pm, Monday through Friday, but Officers are on duty 24 hours a day, 7 days a week.
- Non-emergency Phone Line: 419-877-9191
- Dial 911 for all emergencies.

### Fire Department

- The Fire & EMS Department are located at 10550 Waterville Street.
- Office hours are 8:30 am to 4:30 pm, Monday through Friday.
- Non-Emergency Phone Line: 419-877-0363
- Dial 911 for all emergencies
- 24-hour a day advanced life support services are provided through the Lucas County EMS System. A landing pad for the Life Flight Helicopter is located behind the Fire Station.

### Building & Zoning Department

- Permits are required prior to construction for all new construction, additions, accessory buildings, gazebos, decks, wiring, plumbing, fireplaces, HVAC, swimming pools, fences, water heaters, etc.
- Zoning permits can be obtained through the Village of Whitehouse at 419-877-5383
- Building permits can be obtained through the City of Maumee at 419-897-7075

### Parks & Recreation

- Alcoholic beverages are prohibited in all Village parks.
- The Village leases the Blue Creek Recreation Area through an agreement with the Toledo Area Metroparks.
- The Anthony Wayne Youth Foundation manages the sports complex on Providence Street.
- A sledding hill is available for public use during the winter months at your own risk.
- Fishing is allowed from water's edge only in both the large and small quarry.
- Non-motorized boats are allowed in the large quarry only.
- Swimming and motorized boating are prohibited in both the large and small quarries.
- The enclosed shelter house in Village Park is available for rent by calling 419-877-5383.
- Three open shelters are available on a first-come-first-served basis, without a formal rental agreement.

## Curbside Refuse and Recycling Regulations

**REFUSE:** The word "refuse" as used herein shall mean and include: all perishable waste, including vegetable and fruit waste; animal manure (securely bagged); household wastes (non-hazardous); and clothing.

The word "refuse" shall not mean and shall not include: lumber; construction, building and remodeling materials; tires; automobile parts; stones; rocks or dirt; steel or iron; motor oil; pesticide containers; paint and paint-related items; automobile parts; tree stumps or other forms of yard waste; or dead animals.

"Bulk refuse" (requires a fee. A fee schedule is provided by the contractor) shall include: old appliances; water heaters; furniture; mattresses; carpeting (cut in 4' lengths, rolled and tied no thicker than 2' in diameter); and dismantled swing sets (cut in 4' lengths and tied, with concrete bases removed).

**UNLIMITED/BULK PICKUPS:** Unlimited pickups will be provided periodically. These pickups will be on Saturdays. Please reference ARS's General Clean-Up Guidelines for a list of items accepted.

Dates for 2021 will be on the following **Saturdays:**

- January 9 and 16 – drop off at Village Maintenance Garage  
11295 Waterville Street
- March 27 – curbside pick-up
- June 26 – curbside pick-up
- September 25 – curbside pick-up

**COLLECTION SERVICE:** Refuse will be collected every Monday for every single-family dwelling or duplex property, provided that (1) a refuse receptacle(s) is kept thereon; (2) said dwelling is not served by a private refuse collection service, and (3) the Director of Public Service approves of same with the standards of the Public Service Department. Collections shall be made between the hours of 7:00 a.m. and 7:00 p.m.

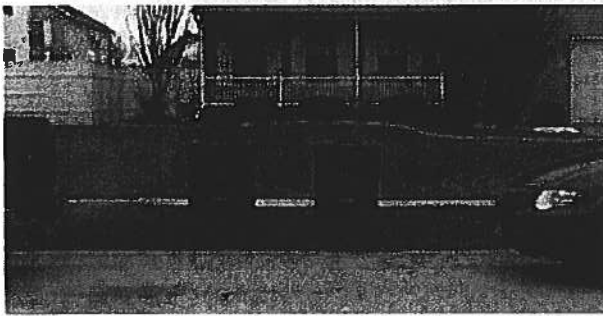
**FEES:** Monthly fee is \$12.01 and is charged on the water bill.

**LIMITATIONS ON NUMBER OF CONTAINERS/ITEMS:** The limit upon the number of containers or items collected as part of the basic service shall be a maximum of ONE (1) 95 or 35 gallon cart. The Contractor (ARS) will collect additional items only if arrangements have been made with them prior to the collection day. Those additional items have a separate fee schedule which can be obtained by calling the contractor.

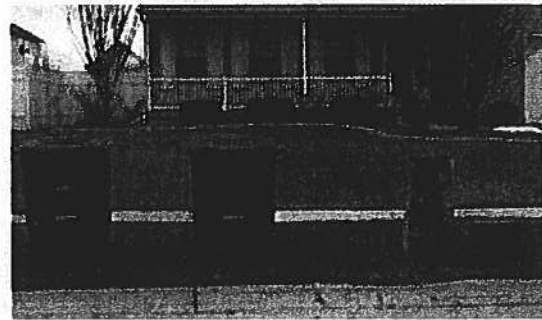
**CART REQUIREMENTS:** Cart requirements are ONE (1) 95 or 35 gallon hard plastic regulation trash cart supplied by Whitehouse of substantial water tight construction with tight fitting lids with RFID chip. The cart shall not exceed one hundred (100) pounds when filled. Carts with ragged or sharp edges or any defect potentially dangerous to collection personnel must be repaired or replaced. Refuse contractor will repair as needed. For lost or stolen carts, a Police Report will be required for replacement. Damaged carts due to misuse or abuse will require the resident to pay \$75 for a replacement. Carts are to remain with the property if you are to move.

**CART PLACEMENT:** All approved cart(s) and material must be placed at the edge of the pavement, but not under trees, no later than 7:00 a.m. on the day of collection, but not before 6:00 pm on the day before collection. There needs to be 3 feet of clearance on each side of cart(s) for collection. **The resident shall return empty cart(s) to the premises the same day of collection.** The Contractor is responsible for placing containers back along the pavement and cleaning up spillage caused by its employees.

- Place the cart(s) in the street lawn – the area between the sidewalk and the edge of the street as close to the street as possible, but not under trees.
- Cart(s) must be out of and clear from storage corrals.
- Do not block driveway and garage access of neighbors with cart(s).
- Set cart(s) with the lid opening facing the street and the handle facing away from the street.
- Do not lean any items against cart(s).
- Only Whitehouse issued cart(s) will be emptied.
- Cart(s) **must** be set out for collection by 7:00 a.m. to ensure collection by Contractor.
- **Do not leave cart(s) at the street after collection day.**
- Lids must be kept closed to keep rain, snow, and animals out of the cart(s).
- All items must be bagged and fit in the cart(s) with the lid closed.
- **DO NOT** place items on the closed lid of the cart.



Place cart(s) with a minimum of five (5) feet from all obstructions including fire hydrants, street sign mailboxes, vehicles, trees, utility poles and other obstructions.



Place cart(s) facing the street with a minimum of three (3) feet between cart(s), all large item collection, yard waste and other items.

### **DO NOT PLACE IN REFUSE CARTS**

**No construction, remodeling materials or auto parts including, but not limited to:**

- Bathroom fixtures such as showers, sinks, toilets, or vanities.
- Bricks, blocks, cabinets, countertops, concrete, or tile.
- Doors and door framing of all types.
- Drywall or lumber of any type.
- Fencing, landscape pavers, or timbers.
- Hot tubs.
- Plumbing pipe or fixtures.
- Roofing material.
- Tires, Seats, Bumpers or any other Auto Parts

**No yard waste including, but not limited to:**

- Branches, brush, stumps, or twigs.
- Cornstalks, ornamental grass, straw, or weeds.
- Garden debris from flower or vegetable gardens.
- Grass clippings, leaves, or mulch of any type.
- Rocks, stones, sod, soil, or dirt.

**No liquids including, but not limited to:**

- Cooking oil or grease.
- Paint of any type.
- Liquids must be absorbed in kitty litter or other absorbent material (not sand or soil). After the liquid is totally absorbed, place in a sealed container, then in the refuse cart.

**No highly flammable or explosive materials including, but not limited to:**

- Ammunition, lead acid batteries, lithium batteries or motor oil.

If unacceptable items are in the cart(s), crews will stop emptying the cart(s). The resident is then responsible for correcting the problem.

**CART STORAGE:** After collection, store cart(s) on your property in a manner that is not visually distracting to you or your neighbors. Cart(s) should never be stored in the front yard of any property.

**REFRIGERATORS, FREEZERS, AIR CONDITIONERS, & DEHUMIDIFIERS:** New Federal regulations place limitations upon the disposal of items containing Freon for the cooling process. Arrangements for this collection must be made by notifying the contractor prior to the Monday pickup.

**DISABLED RESIDENTS CARRY-OUTS:** Carry-out refuse service is available for the disabled or infirmed. All occupants of the dwelling must qualify for this service. To receive this service an application for carry-out service must be filled out and turned in along with a doctor's letter to provide proof of eligibility. Only household materials in refuse or recycling carts will qualify for carry-out service. All other items must be placed at the curb. Refuse/Recycling carts must be placed in front of the dwelling in plain sight near your drive or sidewalk by 6:00 a.m. so that Village employees can roll them out on the day of collection. Carts will be returned to the front of the residence after pickup is complete.

## **Whitehouse/Contractor Curbside Recycling Regulations**

**NO PLASTIC BAGS:** The quickest way to turn your recycling into trash is by placing it in a plastic bag. All your good intentions, hard work and recycling efforts are wasted because items placed in plastic bags are considered as refuse/trash and discarded as such. No one sorts through the plastic bags and empties out the containers. They are simply taken to the landfill. Additionally if an entire load of collected materials has too many plastic bags the entire load is taken to the landfill. What a waste.

**Allowable Recyclable Items:**

- Aluminum and bi-metal beverage cans
- Plastics (#1 & 2)
- Newsprint, magazines, junk mail and office paper
- Cardboard - corrugated and single layer (such as cereal boxes) flattened, cut to size to fit into cart
- Tin and steel cans

**Recycling Pick-Up:**

1. Your recyclables will be picked up on the same day as your regular trash pick-up. Collections shall be made between the hours of 7:00 a.m. and 7:00 p.m.
2. Co-mingle plastic, paper, cardboard, and metals in the cart.
3. All cardboard boxes should be flattened to fit into the cart.

**Recycling Hints:**

1. Remove lids and discard, rinse all containers.
2. Newsprint should be kept dry. Wet newspapers are not recyclable.
3. Recycling reduces the amount of normal refuse going to the landfills, so recycle as much as possible.
4. Shop for items that come in recyclable containers. The best way to reduce solid waste is to avoid creating it in the first place.

**Restricted Curbside Recycling Items:  
(Item not included in curbside recycling)**

- Styrofoam plastic (egg cartons, meat trays, fruit-vegetable packaging)
- Glass
- Waxed paper milk and juice containers
- Plastic bottles from vehicle motor oil
- Unmarked plastics, #3 or #6
- Wire coat hangers
- Diapers
- Clothes
- Shoes
- Wood
- Auto Tires or Auto Parts
- Bio-Hazardous Waste
- Electronic Waste
- Plastic Bags
- Plastic CD Cases
- Scrap Metal
- Hoses



200 Taylor Parkway  
Archbold, Ohio 43502  
arsrefuse.com

## **GENERAL CLEAN UP GUIDELINES**

### **NO YARD WASTE**

No branches, No leaves, No grass. Yard waste will not be accepted by the landfill.

### **NO HAZARDOUS WASTE**

No Batteries- Pesticides- Liquid Paint, Etc.

\*\*Dried Paint is Acceptable as Long as Lid is off Paint Can\*\*

### **NO TIRES**

Tires will not be accepted at the landfill.

### **NO TYPE OF LIQUID IS ACCEPTABLE**

### **BURN BARRELS**

Empty barrels will be accepted at the landfill.

BARRELS FULL OF ASHES or BAGS OF ASHES WILL NOT BE ACCEPTED.

### **HOUSEHOLD ITEMS**

Furniture- TV's- Mattresses- Box Springs, Etc. are acceptable. All appliances must be certified "Freon Free"

### **LAWN AND GARDEN**

Mowers- Roto Tillers – Swing Sets, Etc. are acceptable.

\*\*\*\*LIQUIDS MUST BE DRAINED\*\*\*\*

### **CONSTRUCTION MATERIAL- NO CONCRETE or CONCRETE BLOCKS**

No Drywall, Dirt, Stones, Material cannot exceed 5 foot in length. Material must fit into the back of the truck. We will not break off material with the truck blade.

### **NO TYPE OF LIQUID, SEMI LIQUIDS, OR SEMI SOLIDS IS ACCEPTABLE.**

*"Your Local Company"*



## BULK ITEM PRICING

ITEM	New Price
Appliances (washer, dryer, water heater etc)	\$25.00
Bathtub	\$15.00
Bed Frame	\$10.00
Bicycle (Adult or Child)	\$10.00
Book Case	\$8.00
Box Spring	\$15.00
Bulk per box : 2x2x2	\$3.00
Car Seat - Infant	\$10.00
Couch - per section (sleeper sofa add \$5.00)	\$20.00
Door - storm, screen, shower, interior	\$8.00
Door - security	\$10.00
Door Casing	\$5.00
Dresser	\$10.00
Entertainment Center - large	\$20.00
Entertainment Center - sm to med	\$10.00
Extra Bags	\$2.25
Garage Opener	\$10.00
Garage Track	\$18.00
Grill-gas tank removed	\$20.00
Lawn Furniture-Steel or Plastic	\$5.00
Mail Box	\$5.00
Mattress	\$15.00
<b>CARPET:</b>	
Average 12x12 or 15x15 room = \$25.00	
Maximum length 6 feet not to exceed 40 lbs.	
The carpet has to be in a manageable condition so that we can get it in the truck!	

ITEM	New Price
<b>ALL MOWERS MUST HAVE OIL &amp; GAS REMOVED</b>	
Mower - Push	\$12.00
Mower - Riding	<del>XXXXXXXXXX</del>
Microwave	\$10.00
Pallets (per pallet)	\$2.00
Sink - no cabinet	\$7.00
Sink - with cabinet	\$10.00
Straight Chair	\$10.00
Stuffed Chair	\$17.50
Swing - wooden	\$15.00
Swing Set	\$25.00
Swing Set - Wooden	\$15.00
Toilet	\$10.00
TV - console, projection, or plasma	\$50.00
TV - flat screen	\$1.00 per inch
Vacuum	\$7.00



# WE CAN RECYCLE

## Cardboard/boxboard

Corrugated cardboard (non-waxed). Remove any packaging materials, such as foam, styrofoam peanuts & bubble wrap. Cereal boxes, tissue boxes & shoe boxes. Wax liners must be removed. Please flatten boxes.

## Aluminum Cans

Please drain cans. Aluminum & steel beverage containers will be separated automatically at the Recycle Center. You may crush cans to save space.

## Steel Food Cans

Rinse clean. Paper labels are ok. Place lid inside can & pinch end closed to keep lid inside.

## Office Paper & Junk Mail

White office paper, colored, computer, and notebook paper. Junk mail, envelopes (window ok), manila folders, yellow pad paper, sticky notes & paperback books

## Magazines/Catalogs

Magazines, phone books, paperback books and catalogs

## Newspaper

Newspapers & glossy inserts are accepted. Place in brown paper grocery bags. Do not place in plastic bags or tie in bundles.

## Plastic Bottles & Jugs

All #1 and #2 plastic bottles, such as milk jugs, water bottles, pop bottles & detergent bottles. Remove caps and throw in garbage. Rinse bottles.

**ARS**  
**REFUSE SERVICE**

# WE CANNOT RECYCLE

Glass bottles or jars

Plastic bags

Windows, ceramic or

Pyrex glass

Batteries

Light bulbs

Mirrors

Oil containers

Used motor oil

Transmission oil

Antifreeze

Styrofoam

Greasy pizza boxes

Needles

Yard waste

Juice containers

Hardcover books

## **Please Help...**

**Make recycling happen by preparing your recyclables as requested. What can be recycled and how these materials have to be prepared is determined by the businesses that make products from recycled materials.**

**Manufacturers require clean & contaminate free materials to make new products.**

## Other Non-Curbside Recycling Options

### County Recycling Program

- The Village has joined with Lucas County Solid Waste Management District to provide recycling dumpsters at the Maintenance Garage, 11295 Waterville Street. This facility is open 24/7 for residents to dispose of recyclable items, including:

#### **Cardboard**

(Please flatten boxes)

- Corrugated
- Cereal Board
- Shoe Boxes

#### **Not Accepted**

- Packing Material
- Linings
- Waxed cartons
- Food soiled cartons

#### **Paper**

- Newspapers
- Ad Inserts
- Junk Mail
- Office Paper
- Magazines
- Catalogs
- Phone Books

**No plastic bags or tied bundles**

#### **Containers**

Clean, Empty, Rinsed

##### **Cans**

- Aluminum beverage cans
- Steel, tin, bimetal, food cans
- Foil wrap & containers

##### **Glass**

- Clear, green & brown bottles & jars

##### **Plastics**

- #1, #2, #4, #5, #7
- Plastic bottles for liquids such as milk, soda, detergent, water

##### **Cartons**

- Milk, juice, broth, soup & other food & beverage containers

#### **Items that cannot be accepted for recycling**

- Aluminum storm doors and downspouts
- Plate glass, such as windows or mirrors

### Green Waste

- All green waste material can be disposed of at Ohio Compost, 10839 Sager Rd (Rt. 20A), Swanton, Ohio, and will not be collected curbside.
- Village residents can dispose of lawn clippings, brush, garden waste and tree wood at this facility at no charge.
- Residents must show a photo id showing proof of residency when delivering green waste to this facility.
- Residents will be required to abide by the rules and regulations of this facility.

### Fall Leaf Collection

- Curb-side leaf collection is provided mid-October through mid-December (weather permitting). Dates will be posted on the website, in the Village Update and the electronic sign in the plaza.
- Residents should place leaves behind the curb or just off the edge of the pavement on uncurbed streets. **DO NOT PLACE LEAVES ON THE PAVEMENT!**
- On-street parking causes problems during the collection process. Avoid parking on the street when your district is scheduled for collection.



Recyclers of Yard Waste

## Yard Waste Drop Off

10839 Sager Road (Rt. 20A)

Swanton, OH 43558

~South Side of Toledo Express Airport~

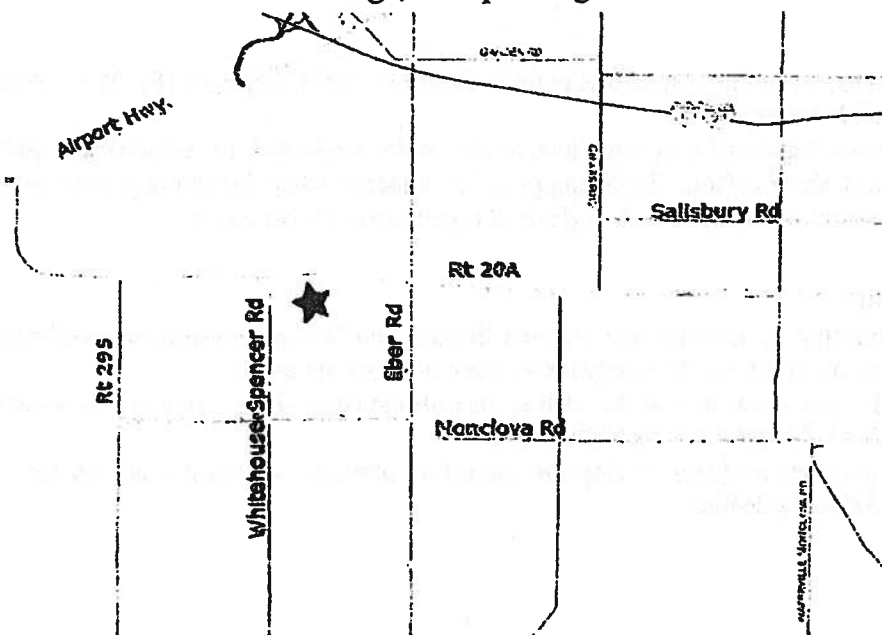
### Hours of Operation

Monday—Friday 8:00a-6:00p

Saturday / Sunday 9:00a—5:00p

\*Weather permitting

- Compostable brown paper bags are acceptable. All other containers must be emptied and disposed of by customer. All GREEN WASTE material accepted.
- Leaves, Grass clippings including ornamental grass(es), Tree branches, Limbs, Trunks and/or root balls 10" in diameter or less, Christmas/ornamental trees and trimmings, and prunings



10839 Sager Road • Swanton, Ohio 43558 • Mailing: P.O. Box 8733 • Maumee, Ohio 43537  
P: 419-897-7807 • Fax: 419-893-3944 • [www.ohiocompost.com](http://www.ohiocompost.com)

## Water and Sewer Department

- Monthly bills for water and sewer are sent to all households. Bills are mailed the first week of each month and are due on the 15<sup>th</sup> by 4:30 pm (if the 15<sup>th</sup> falls on a weekend, the actual date is printed on your bill).
- If for any reason you do not receive your monthly bill, please contact us at 419-877-5383 so that your payment is not late and subject to a 10% penalty.
- Credit card payments are accepted at the Village offices, online at [munilink.com](http://munilink.com)\*\*\*\*
- Once a year sewer credit can be given for filling your pool. The Pool Credit Form is available at [www.whitehouseoh.gov](http://www.whitehouseoh.gov) under "Forms" and must be filled out to qualify for the credit. Forms can be submitted electronically through the Village website or printed and returned to Village Hall.
- Current water and sewer rates:

**Fees for the Division of Water**, including water and sewer rates and tap fees shall be:

**A. Water Rates (within Village limits)**

1. Minimum charge for one month or up to 2,000 gallons \$16.96
2. Per 1,000 gallons thereafter \$8.48
3. Monthly Capital Improvement charge per meter by meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$2.50
1"	\$6.25
1-1/2"	\$12.50
4"	\$50.00
6"	\$82.50

**B. Water Rates (outside Village limits)**

1. Minimum charge for one month or up to 2,000 gallons \$35.62
2. Per 1,000 gallons thereafter \$17.81
3. Monthly Capital Improvement charge per meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$2.50
1"	\$6.25
1-1/2"	\$12.50
4"	\$50.00
6"	\$82.50

**C. Sewer rates (within Village limits)**

1. Minimum charge for one month or up to 2,000 gallons \$9.58
2. Per 1,000 gallons thereafter \$4.79
3. Minimum charge for one month for those residents not Connected to the Village water system \$34.88
4. Monthly Capital Improvement charge per meter by meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$4.01
1"	\$8.53
1-1/2"	\$16.03
4"	\$61.20
6"	\$100.33

**D. Sewer rates (outside Village limits)**

- 1. Minimum charge for one month for non-residents not Connected to the Village water system \$75.31
- 2. Minimum charge for one month up to 2,000 gallons for Non-residents with water service (110% surcharge for Outside Village) \$20.10
- 3. Per 1,000 gallons thereafter (110% surcharge for Outside Village) \$10.05
- 4. Monthly Capital Improvement charge per meter by meter size:

<u>Meter Size</u>	<u>Charge</u>
5/8" – 3/4"	\$3.01
1"	\$7.53
1-1/2"	\$15.03
4"	\$60.20
6"	\$99.33

**E. Additional miscellaneous charges:**

- 1. Water shut-off due to non-payment of a bill (first time) \$20.00  
(additional shut-offs) \$40.00
- 2. Employee over-time to cover the cost of turning water on If payment is made after 4:00 pm \$40.00
- 3. Deposit for all rental properties before service is turned on \$100.00
- 4. Replace frozen water meter Cost of meter plus labor
- 5. 10% late payment on bills paid after the due date
- 6. Collection fee charged to all delinquent bills if no prior Arrangements have been made for payment \$10.00
- 7. Fee for tampering with meter \$250.00
- 8. Bulk water, plus cost per gallon \$25.00
- 9. Damaged service line Cost of parts plus labor
- 10. Unauthorized use of hydrant, theft of water \$250.00

**F. Water and sewer tap fees for new construction**

- 1. Sewer tap fee for Village residents \$1,100.00
- 2. Sewer tap fee for non-Village residents \$2,310.00
- 3. Water tap fee for Village residents \$750.00
- 4. Water tap fee for non-Village residents \$1,500.00
- 5. Fire line or fire suppression Cost of materials plus inspection

**Fees for Refuse Services**

- Monthly fee for weekly residential refuse and recycling collection \$12.73

**Names:**

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Primary Social Security Number      First Name      Middle      Last Name

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Spouse's Social Security Number      First Name      Middle      Last Name

Primary date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Spouse's date of birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Registration for the city or village of: \_\_\_\_\_

**Current Residence Address Information:**

\_\_\_\_\_  
Street No.      Street Name      Apt. /Suite #      PO Box

\_\_\_\_\_  
City / Village      State      Zip Code

Date you moved to this address: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Contact Phone No. (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Do you own or rent your home? (Please check ✓ one) Own  Rent

If renting please give the Landlord's name, address and phone number \_\_\_\_\_  
\_\_\_\_\_

**Previous Residence Address Information:**

\_\_\_\_\_  
Street No.      Street Name      Apt. /Suite #      City / Village      State      Zip Code

Date you moved to this address: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Employment Information:** (Check Yes or No, if retired please include date of retirement)

Are you employed? Yes  No       Is your spouse employed? Yes  No

Are you retired and/or have no taxable income? Yes  No  If Yes, date you retired: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Is your spouse retired and/or have no taxable income? Yes  No  If Yes, date your spouse retired: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Do you have income reported on Federal Schedules C, E or F? Yes  No

Does your spouse have income reported on Federal Schedules C, E or F? Yes  No

Do you and/or your spouse own rental property? Yes  No  (Please list tenant's name, address and date you began renting property. If you have multiple properties, please supply additional information on back or a separate sheet of paper.)

Tenant's First, Last Name and address: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_