City of West Lafayette
Rental Housing Occupancy Affidavit

As required by Chapter 6, Article V, Section 6-195 of the West Lafayette City Code

Address of Rental Property (include apt number):_____

I have made personal and diligent inquiry and make this affidavit based upon personal knowledge. The names of all the occupants who reside in this dwelling and those persons and their relationship to any other persons residing in the dwelling (if no relationship, state none) are as follows:

Name	**Relationship**
_____	_____
_____	_____
_____	_____
_____	_____

If any relationship is claimed between occupants, the names of the tenants who claim to be related shall be identified below, together with the names, contact information, and relationship of the persons through whom they claim to be related and who can verify the information:

_____

_____

_____

_____

Effective date of this occupancy affidavit: From_____To _____
(Rental Dates)

Initial one of the following:

_____I am the owner of the property   _____I am manager of the property

Section 6-195(c) – Each applicant shall submit an updated occupancy affidavit and each occupant shall sign the same, as set forth in Section 6-195, for each unit located in a single-family district and R2 district not less than annually and upon any change in occupants. (Ordinance 16-18)

I affirm under the penalties for perjury that the foregoing representations are true. Under Indiana law, perjury is a Level 6 Felony punishable by incarceration for one year. Submission of an incorrect affidavit is a violation of West Lafayette City Code Section 6-195, punishable by a fine of $1,000 to $2,500.

Date:_____ Signature:_____ Printed:_____
          Owner/Agent   **Owner/Agent**

ALL RESIDENTS OF PROPERTY MUST COMPLETE PAGE 2 OF THIS FORM (UNLESS CONSIDERED A MINOR CHILD)

Occupant Confirmation: I affirm under the penalties for perjury that the foregoing representations are true. Under Indiana law, perjury is a Level 6 Felony punishable by incarceration for one year. Submission of an incorrect affidavit is a violation of West Lafayette City Code Section 6-195, punishable by a fine of $1,000 to $2,500.

Date:_____ Signature:_____ Printed:_____

Phone #_____ email:_____

Date:_____ Signature:_____ Printed:_____

Phone #_____ email:_____

Date:_____ Signature:_____ Printed:_____

Phone #_____ email:_____

Date:_____ Signature:_____ Printed:_____

Phone #_____ email:_____

If the occupants refuse to sign the occupant confirmation in a timely manner, the owner or manager shall sign below certifying that the occupants have refused. The occupants may then be prosecuted for violation of Section 6-195. I certify under penalties of perjury that I have demanded that the occupants sign this occupancy affidavit and one or more occupants have refused to do so.

Date:_____ Signature:_____ Printed:_____
                          Owner/Agent   **Owner/Agent**