



FOR THE DESIGNATION OF A LOCAL AGENT

I _____ (Homeowner's Legal Name) designate _____
(Agent's Legal Name) to act as local agent for my rental property located at
_____ (Property Address). My designated local agent has
my permission to respond to emergencies at the property listed above, and will make
themselves available to do so on a 24-hour basis; is authorized to enforce leases or other rental
agreements with tenants; and will serve as first point of contact for municipal public safety and
code enforcement officials.

(Homeowner's Signature)

(Local Agent's Signature)

Please Note: This form must be signed in the presence of your notary, not before. Wait to sign
the form until your appointment to have it notarized.

For the Notary

State of _____

County of _____

The forgoing instrument was acknowledged before me this ____ day of _____
(Month), 20____, at _____ (Town), _____ (State), by
_____ (Homeowner) to be their free act and deed.

Signature of Notary Public

Name of the Notary Public (Print)

Notary Public, State of _____

My commission expires: _____