

# Kingston Fire Department

## Building Safety Division

5 Garraghan Drive  
Kingston, NY 12401  
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**Mark Brown**  
Fire Chief  
**David Allen**  
Deputy Chief

### BUILDING SAFETY DIVISION RENTAL DWELLING REGISTRY

Address of Property: \_\_\_\_\_ S/B/L # \_\_\_\_\_

Name(s) \_\_\_\_\_ Additional Name(s) \_\_\_\_\_

Legal address of Owner(s) \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Numbers:

Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Other \_\_\_\_\_

DESIGNATION OF AGENT (If the owner does not reside in Ulster County, a local agent must be designated that can be reached day or night)

Name(s) \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Numbers:

Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Other \_\_\_\_\_

#### PROPERTY INFORMATION/BUILDING DESCRIPTION

Number of Stories: \_\_\_\_\_ (excluding basement and attic)

Number of residential units in building: \_\_\_\_\_

Physical location of units in building (number per floor):

Basement: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ Other \_\_\_\_\_

Commercial usage or business in building: Floor: \_\_\_\_\_ Type: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_

Print Name of Property Owner: \_\_\_\_\_

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