



## Designated Agent Registration Form – Rental Inspections

This document serves as official notification that I, \_\_\_\_\_, as the  
Property owner name  
owner of the property located at \_\_\_\_\_, do  
Property address  
hereby designate \_\_\_\_\_ as the “Designated Agent” empowered as  
Designated agent name  
the owner’s representative in matters concerning compliance with the City of Waukee Property Maintenance Code and other rental property requirements of Chapter 222A Residential Rental Code of the City of Waukee.

### Property Owner Information

\_\_\_\_\_  
Name\*  
\_\_\_\_\_  
Phone number\*  
\_\_\_\_\_  
Email address  
\_\_\_\_\_  
Signature\* Date\*

### Designated Agent Information:

\_\_\_\_\_  
Name or agency\*  
\_\_\_\_\_  
Street address\*  
\_\_\_\_\_  
City, State, Zip  
\_\_\_\_\_  
Phone number\*  
\_\_\_\_\_  
Email address  
\_\_\_\_\_  
Signature\* Date\*

*\*Indicates a required field*