

VILLAGE OF FAIRFAX  
5903 Hawthorne Avenue  
Fairfax, Ohio 45227



Fairfax Tax Department  
Telephone No.: 513-527-6506  
Fax No.: 513-561-5748

"Working Together to Build a Better Community"

## Landlord Tenant Update Form

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Landlord Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

### Old Tenant

Name: \_\_\_\_\_

Date moved out: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is the House Vacant Currently? \_\_\_\_ Yes \_\_\_\_ No

If it is vacant please notify us as soon as a new tenant moves in.

### New Tenant

Date moved in: \_\_\_\_\_

|                    | Head of House | Spouse |
|--------------------|---------------|--------|
| Name (Last, First) |               |        |
| Telephone No.      |               |        |

If there are other members of the household who are employed or over 18 years of age, please list their names below

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_