



Property Owner Designated Respondent Affidavit

Per RSA 540:1, the following affidavit is required to be filed with the City Clerk.

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

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

Owner Address: \_\_\_\_\_

Phone Number: (h) \_\_\_\_\_ (c) \_\_\_\_\_

(w) \_\_\_\_\_ Please indicate your preference for contact.

Email Address: \_\_\_\_\_

Designated Respondent to Accept Services

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

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

Phone Number (h) \_\_\_\_\_ (c) \_\_\_\_\_

(w) \_\_\_\_\_ Please indicate your preference for contact.

Email Address: \_\_\_\_\_

Expiration of Respondent Status: \_\_\_\_\_

Fee: \$15.00 cash/check

I, \_\_\_\_\_ swear and affirm that I have designated the above named \_\_\_\_\_ as my representative, having responsibility and authority to accept documentation and services for the rental property at the address listed on this affidavit.

Owner signature: \_\_\_\_\_

\_\_\_\_\_  
Justice of the Peace/Notary Public

Clerk's File # 2011 - \_\_\_\_\_