



CITY OF BUFFALO
PERMIT & INSPECTION SERVICES

OFFICE OF LICENSES



BYRON W. BROWN
Mayor

JAMES COMERFORD, Jr
Commissioner

LODGING HOUSE AGENT APPLICATION

- 1. Applicant must appear in person.
2. Proof of Residence: driver's license, voter registration card, or other evidence acceptable by the Commissioner
3. Attach a notarized statement of the experience of the agent.
4. Obtain a Police Check
a. Have the enclosed form completed and stamped at the Buffalo Police Dept, 68 Court St.
b. If there is a felony, get a disposition from City Court, 50 Delaware Ave.
c. If there is any record from another municipality, you must also obtain a record from that township.
5. TWO (2) Passport Size Photos (example: from a photo booth or department store)
6. Submit the License Fee of \$35.00

Expiration Date: February 1st

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_

Applicant Address \_\_\_\_\_
street city state zip

PROPERTY TO BE MANAGED

Name of Owner \_\_\_\_\_ Number of Rooming Units \_\_\_\_\_

Address of Lodging House \_\_\_\_\_
Number, street

Subscribed and sworn before me this
day of 20
Commissioner of Deeds in and for the
City of Buffalo

Applicant Signature
Print Name
Date \_\_\_\_\_