



1969 Central Ave. Lake Station, IN 46405  
Phone: (219) 962-2081 Ext. 204 Fax: (219) 963-9275  
Clerk-Treasurer: Brenda Samuels

December 19, 2022

This is your **2023** notice to renew your landlord-tenant registration. You will find a copy of the Landlord-Tenant application on our city website at [lakestation-in.gov](http://lakestation-in.gov). Please come to City Clerk Treasurer office with the following paperwork:

- Landlord-tenant registration application
- Valid Driver's License/Photo ID
- Proof of ownership (mortgage, deed, property tax statement, etc.)
- \$5.00 per rental unit cash or check
- Per Lake Station City Ordinance 2014-03, 2016-05 the late fee of \$100.00 will be assessed, April 15<sup>th</sup>.

Thank you,

Amy Byers, Chief Deputy Clerk