



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: \$10.00 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: _____ Date: _____

On this _____ day of _____, 20____, the above named _____

_____ personally appeared and made oath that the above declaration by him/her is true.

Justice of the Peace / Notary Public

Commission Expiration

Clerk's File # 2011 - _____

AFFIX SEAL HERE