



RENTAL PROGRAM

RENTAL COMPANY INITIAL ENROLLMENT APPLICATION

Mail to: NYC Department of Finance, Rental Program, 66 John Street, 3rd Floor, New York, NY 10038

Use this application to enroll your company in the Rental Program. Upon receipt of this application, we will send you a bill listing your summonses. You will then have 30 days to resolve these summonses by: (1) paying all summonses you choose not to contest, and/or (2) scheduling hearings for summonses you to choose to contest (if eligible), and paying any of those found guilty.

You must provide:

- Registration fee
- Plate list
- A blank rental agreement
- Corporate by laws
- Certificate of corporation documents
- A **lease rider is required** if the plate(s) being enrolled are leased, and registered to a different owner name.

If you need assistance completing forms or have any questions, please contact the Fleet/Rental Unit at 212-291-2578.

SECTION I - ENROLLMENT CONTACT INFORMATION

1. Lessor's Name:

2. D/B/A Name (if different):

3. Business Type: Check one of the boxes below and write in the SSN and/or EIN as indicated.

a. Sole Proprietorship Social Security Number:
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b. Partnership Social Security Number: Employer Identification Number:
 - - and -

c. Corporation Employer Identification Number:
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4. Business Address:	City:	State:	Zip Code:
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5. Contact Name:

6. Telephone Number:	7. E-mail Address:
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8. Bank Name:

9. Bank Address:	City:	State:	Zip Code:
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