



**Fort Collins Neighborhood & Building Services**  
281 N. College Ave.  
P.O. Box 580  
Fort Collins, CO 80522-0580  
Phone: (970)224-6046

## OCCUPANCY LIMITS DISCLOSURE STATEMENT FOR PROPERTY LEASE

The City of Fort Collins Code requires that any person selling or leasing a home, apartment or other dwelling unit must inform the buyer or renter about the maximum number of people who, by law, are allowed to occupy that home. All parties must sign where indicated below.

**Until January 1, 2007, the maximum permissible occupancy of this dwelling unit is:**

1. any number of persons related by blood, marriage, adoption, guardianship or duly authorized custodial relationship; or
2. any unrelated group of persons consisting of not more than 3 persons or not more than 2 unrelated adults and their related children, if any

**After January 1, 2007, the maximum permissible occupancy of this dwelling unit is:**

1. one (1) family (related by blood, marriage, adoption) and not more than one (1) additional person; or
2. two (2) adults and their dependents, if any, and not more than one (1) additional person.

Date: \_\_\_\_\_ Property Address: \_\_\_\_\_

Property Owner Name(s): \_\_\_\_\_

Property Owner Signature(s): \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

***\* It is recommended that you attach this form to your lease.***

If requested by the City during an investigation, you are required to provide this fully executed disclosure statement to the City pursuant to City Code Section 5-264. Failure to retain the statement is a civil infraction punishable by a fine of not more than \$1000, in addition to any costs, fees or surcharges assessed by a court or referee.