City of Seattle

**Rental Registration and Inspection Ordinance (RRIO)** 

# What you need to know about Renewals

## I'm already registered with RRIO. Do I need to renew?

Rental property owners must renew the property registration every two years by the expiration date listed on the registration certificate.

## How much will it cost to renew my rental registration?

As of January 2024, the cost to renew a rental registration is \$115.50\* for each property, including the first unit, plus \$21\* for each additional unit. The fee covers 2 years of property registration at the same property address. RRIO program fees are used only to administer the program. \*A 5% technology fee is included in the cost listed above.



#### What do I need to do now?

You can quickly renew your rental registration by heading to the Seattle Services Portal and logging into your user account.

#### To renew your rental registration:



Select the My Records tab. Click the blue "Renew Application" button to the right of the property registration that is about to expire. (If you do not see your property registration record or the "Renew Application" button, you won't be able to renew your registration through the portal. Please call 206-684-4110 or email RRIO@seattle.gov for assistance.)



Verify or update information about your property, units, ownership, and contacts.



Complete the declaration identifying that units which are, or may be available for rent, continue to meet the minimum housing standards outlined in the RRIO checklist.



To finish the process, pay the renewal fee. You may pay by credit card online.

### Need more help?

If you are not able to renew your registration through the Seattle Services Portal, we can help you renew over the phone or by email. Please reach out to the RRIO Team at 206-684-4110 or RRIO@seattle.gov

## What if I no longer own the property or it's no longer a rental?

If the property is no longer a rental, or you don't own it anymore, please let us know so we stop sending you information about the RRIO program. To notify us, please either send an email to RRIO@seattle.gov or call the RRIO Helpline at (206) 684-4110.

