



City of Delano
 234 2nd Street North, PO Box 108
 Delano, MN 55328
 763-972-0550
 Fax: 763-9726174
www.delano.mn.us

Rental Registration Application

| |
|------------------------------|
| <i>OFFICE USE ONLY</i> |
| License # _____ |
| Received Application _____ |
| Amount Paid: _____ |
| Date Paid: _____ |
| Cash Credit Check: _____ |

| |
|--|
| Rental Property Address (Include Address #, Street name, Apt/Unit #) |
|--|

| |
|--|
| Type of License: <input type="checkbox"/> Long-Term Rental License <input type="checkbox"/> Short-Term Rental License |
|--|

| |
|--|
| Applicant (all fields required) |
|--|

| |
|---|
| <input type="checkbox"/> Single Family <input type="checkbox"/> Twin home / Duplex <input type="checkbox"/> Townhouse <input type="checkbox"/> Condominium <input type="checkbox"/> Apartment |
|---|

| |
|-----------|
| Applicant |
|-----------|

| | | | |
|--|---------------|-------|----------|
| Complex Name (if applicable) | PID | | |
| Name of Owner/Shareholder (of corporation or LLC, if applicable) | Date of Birth | | |
| Owner Address | City | State | Zip Code |
| County | Email | Phone | |

| | |
|---|------------|
| Any changes to the names, addresses and other information concerning persons on this application must be provided to City Hall within 30 business days. | |
| Signature _____ | Date _____ |

| |
|---|
| Main Contact (all fields required) |
|---|

| | |
|---------|---|
| Name | <input type="checkbox"/> Owner <input type="checkbox"/> Property Manager <input type="checkbox"/> Other |
| Address | Phone |
| Company | Email |


| Type of Dwelling | Registration Fee | Inspection Fee |
|--|------------------|------------------|
| <input type="checkbox"/> Single Family Dwelling | \$50.00 | \$70.00 |
| <input type="checkbox"/> Twin home / Duplex | \$50.00 | \$70.00 per unit |
| <input type="checkbox"/> Townhouse | \$50.00 | \$70.00 per unit |
| <input type="checkbox"/> Condominium | \$50.00 | \$70.00 per unit |
| <input type="checkbox"/> Apartment Complex 3-5 units | \$100.00 | \$25.00 per unit |
| <input type="checkbox"/> Apartment Complex 6+ units | \$100.00 | \$18.00 per unit |

| Structure Detail | | |
|---|---------------------------|---------------------------|
| Enter the total number of units at your property, and the total number of units covered by this rental license application, e.g. if you are renting out one unit in a duplex and living in the other unit, you would enter "2" and "1". | | |
| Number of 1 Bedroom Units | Number of 2 Bedroom Units | Number of 3 Bedroom Units |
| Total Units: _____ | | Licensed Units: _____ |

| Fee Calculation | | |
|-----------------|--|--|
| 1. | Number of units: | |
| 2. | Multiply number of units by Inspection Fee from Fee Schedule table, if applicable: | |
| 3. | Registration fee: | |
| 4. | Add lines 2 and 3 Fees Due Upon Application: | |


Notice to Owner

The undersigned hereby applies for a rental registration license and acknowledges receipt of requirement expected to perform as described in the City Code; and attests the subject premises will be operated and maintained according to the requirements contained therein, subject to applicable sanctions and penalties. The undersigned further agrees the subject premises may be inspected by the building official.

 **Owner Signature** _____ **Date of Application** _____

Notice to On-Site Property Manager

In cases where the owner of a rental dwelling does not reside in either Wright, Hennepin, Ramsey, Anoka, Carver, Dakota, Scott, or Washington County, the registration shall be made by an operator who shall be legally responsible for compliance with this and all other applicable ordinances and such operator shall reside within one of the aforementioned counties.

 **Owner Signature** _____ **Date of Application** _____