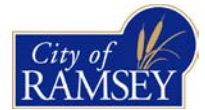


City of Ramsey
Rental License Application



License No. _____

PIN: _____
 (if more than one PIN please attach additional sheet)

CODE SECTIONS

Chapter 26; Article XIV; Sec. 26-645: No person shall operate a rental dwelling or rental dwelling unit without first having obtained a license to do so.
Chapter 26; Article XIV; Sec. 26-648: Licenses shall be issued every two (2) years and shall expire on the anniversary date of the license.
Chapter 26; Article XIV; Sec. 26-649: No license shall be issued or renewed if the owner does not reside within 75 miles of the rental dwelling unit(s) unless such owner designated in writing the name of a local agent who resides within 75 miles of the rental dwelling unit(s)..
Chapter 26; Article XIV; Sec. 26-650: The City, upon receipt of said application for initial or renewal license, shall cause the premise to be inspected by the Building Official, health authority, fire prevention office, and/or such other inspectors as it deems necessary for the purpose of this Section. No license shall be issued or renewed unless the City has been given permission to inspect the dwelling as provided for in the application.
Chapter 26; Article XIV; Sec. 26-653: No license shall be transferable to another person or to another rental dwelling or rental dwelling unit.

RENTAL ADDRESS

COMPLEX NAME:	ADDRESS:
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OWNER INFORMATION

NAME:	DATE OF BIRTH:	PHONE NO: ()	FAX NO: ()
ADDRESS:	CITY:	STATE:	ZIP:

AGENT/CONTACT PERSON INFORMATION

NAME:	DATE OF BIRTH:	PHONE NO: ()	FAX NO: ()
ADDRESS:	CITY:	STATE:	ZIP:

FEE SCHEDULE

PLEASE INCLUDE THE APPLICABLE FEE WITH YOUR LICENSE APPLICATION

Per Unit: \$75

Re-Inspection Fee: \$47 (only if necessary)

License renewal required every two years

RENTAL UNIT INFORMATION

Please provide us with additional information about the unit(s) you plan to rent:

Number of buildings: _____

Number of units: Efficiency _____ 1BR _____ 2BR _____ 3+BR _____

Rent levels: Efficiency: \$ _____ - \$ _____

1BR: \$ _____ - \$ _____

2BR: \$ _____ - \$ _____

3+BR: \$ _____ - \$ _____

Do you currently accept Section 8 rental assistance vouchers? _____ Yes _____ No

NOTE: This information will be only used by City staff for tracking the status of rental housing in the City, and will not be given out to the public without your consent.

Check here if you would like us to forward your contact information to individuals who contact the City looking for rental housing: _____

The undersigned hereby applies for a rental dwelling license and acknowledges receipt of a copy of City Code Chapter 26; Article XIV acknowledging the provisions of the Rental Residential Dwelling Units Code have been reviewed; 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 compliance official as provided in City Code Chapter 26; Article XIV; Sec. 26-650 of said ordinance. The undersigned hereby certifies that the above information is true and correct to the best of their knowledge:

Applicant Signature: _____

Date: _____

An inspection of your rental property is required before the license can be issued. Upon receipt of your application by the City, Staff will contact you to schedule an inspection of your rental unit(s). Inspections are generally scheduled Monday through Friday between 9:00 AM and 3:30 PM. If you have any questions about the City of Ramsey's rental licensing program, please contact Katy Okerstrom at (763) 433-9833

For City Use Only

APPLICATION INFORMATION

DATE RECEIVED:	ZONING:	DATE APPROVED BY CC:
INSPECTION DATE:	REINSPECTION DATE (if needed):	RENEWAL DATE: