



RENTAL PROPERTY REGISTRATION

CITY OF PERHAM
125 2ND AVENUE NE – P O BOX 130
PERHAM MN 56573

****PLEASE COMPLETE & RETURN****

Complete one form for each rental address. (Please print or type.)

1. Address of rental property: _____

2. Parcel number of property: _____

(Located on your property tax statement.)

3. List complete name, address, and phone number for each owner/partner/corporate officer of the above property.

Name _____ Address, State, Zip _____ phone # _____

e-mail address: _____ (kept confidential)

4. List the complete name, address, and phone number of the **caretaker/manager** of this property. (**Please note** – if the property owner lives out of the area there must be a locally designated property manager/caretaker to contact in case of emergency, etc.)

Name _____ Address, State, Zip _____ phone # _____

e-mail address: _____ (kept confidential)

5. How many apartments are in this building? ____ (An apartment includes cooking facilities.)

6. Type of dwelling - **please note** – owner occupied with a sleeping room or apartment is considered a two family dwelling unit. (circle one)

one family two family multiple family mobile home

7. How many basement apartments are in this building? _____

8. How many bedrooms are in each unit? (Please indicate number of apartments with each bedroom number listed.)

_____ 1 bedroom _____ 2 bedrooms _____ 3 or more bedrooms

9. Is this building owner occupied? _____ yes _____ no

(OVER)

10. Is this rental unit a **mobile** home? _____ yes _____ no

if yes year manufactured _____
 make of home _____
 model of home _____
 serial number _____

11. Is off street parking provided? _____ yes _____ no _____ number of spaces

NOTICE TO APPLICANTS

The City of Perham **must be** notified within **five (5)** business days of any transfer of legal control of this unit, such as contract for deed, lease to buy, or sale of this property as well as a change in local caretaker/manager.

A copy of Section 151 of the City of Perham’s Code of Ordinances regarding minimum building standards, registration, and inspection of rental housing units is available upon request. Owners, agents, and managers should become familiar with this ordinance.

Failure to register any property as rental property within thirty (30) days of such property becoming rental property will result in action by the City of Perham which includes, but is not limited to a penalty of up to \$1,000.

The City of Perham will provide a **Rental Registration Certificate** to each qualified rental property located within the city limits. This certificate must be posted in a visible location in the rental unit at all times.

The undersigned hereby applies for a rental dwelling registration as required by City Code and attests that the subject premises will be operated and maintained according to the City of Perham’s requirements for rental property and understand they are subject to applicable sanctions and penalties if not complied to. The undersigned further agrees that the subject premises may be inspected by the compliance official as provided in Section 151. The applicant further certifies that all statements and facts in this application are true and authorizes the City of Perham to investigate any or all statements or facts contained herein, acknowledging that the misrepresentation or omission of facts called for will be just cause for suspension or revocation of this registration.

Signature: _____ Date: _____
 owner/agent