



OFFICE USE ONLY

Date: _____

Receipt #: _____

2024 RENTAL APPLICATION

New License

License Renewal

Change in License

Application and Payment are due by December 31, 2023

Required 2024 Inspections are due by March 14, 2024

A separate application must be completed for each rental building.

All rental properties must apply for a license every year

Single Family

Duplex

3 or more units

RENTAL PROPERTY ADDRESS:

OWNER INFORMATION:

Name _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ EMail: _____

Telephone Number: _____

PROPERTY MANAGEMENT INFORMATION:

Name _____

Mailing Address: _____ City: _____

State: _____ Zip: _____ EMail: _____

Telephone Number: _____

TIP:

IF YOU OWN MULTIPLE PROPERTIES, LEAVE THE ADDRESS BLANK AND FILL OUT ALL OTHER INFORMATION. THEN COPY THIS FORM FOR HOW MANY UNITS YOU HAVE AND FILL IN THE ADDRESSES.



****IMPORTANT NOTICE****

Per State Statute all owners must now provide their Social Security number or Minnesota business ID number with an application for business license. Please fill out the attached "Tax Identification Form" and submit with this application. Failure to provide this information will result in the denial of your rental license.

See page 3, Tax Identification Form, for more info.

Reference: Minn. Stat. §270C.72, subd. 4

TO BE SUBMITTED WITH RENTAL LICENSE APPLICATION

TAX IDENTIFICATION FORM

LICENSE APPLICANT:

Pursuant to Minn. Stat. § 270C.72, subd. 4, the licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the Social Security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest:
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Service:
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information and return along with your application to the agency issuing the license.

DO NOT RETURN TO THE DEPARTMENT OF REVENUE.

Name and address of Applicant

Address of Rental Property

*Social Security # _____

*For individual business owners (sole proprietors) only, not for partnerships, corporations, etc.

Minnesota Tax Identification #

Signed by _____ Date _____

Print Name of Person Signing: _____

If a Minnesota Tax Identification Number is not required, please explain below.
