

# Rental Dwelling License Application—\$125 License Fee Page 1 of 2

## License Type Information

New rental     
  Renewal license     
  Has other rental property in Golden Valley \_\_\_\_\_

Is tenant a family member?  No       Yes. Please specify: \_\_\_\_\_

## Rental Property Information

Rental property address

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Type of dwelling (select one)

Single Family     
  Condo/Townhome     
  Duplex/Twinhome

## Property Owner Information

Type of Ownership

Individual     
  Partnership     
  Corporation     
  Contract for Deed

Property owner's name(s)	Business name (if applicable)	
Property owner's street address		ZIP
Home phone	Cell phone	Work phone
Email(s)		

**Rental Dwelling Agent (Required)**  
*If owner does NOT live in Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, Sherburne, Washington or Wright County, a dwelling agent, who resides within these counties, shall be designated by the owner to be legally responsible for compliance with Golden Valley rental ordinances.*

## Manager/Management Company Information

Management company	Agent	
Address		ZIP
Company phone	Agent phone	
Email		

## Emergency Information

Provide in case owner or management cannot be reached.

# Rental Dwelling License Application

Name	Phone
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Tenant inquiries & complaints to be processed through:  Owner  Agent

License renewal/City mailings to go to:  Owner  Agent

### Data Practices Advisory

The City of Golden Valley will use the data you supply in this application to assess your qualifications for a license and will become public data under the Minnesota Government Data Practices Act when received by the City of Golden Valley. This data is not legally required, but the City will not be able to grant the license without it. The City needs this data to distinguish this application from others, to identify this application in City license files, to verify the identity of the applicant, to contact the applicant if additional information is required, and to determine if the applicant meets all ordinance requirements.

Per Golden Valley City Code, Section 2-3, all licenses will **not** be issued/renewed until all fees, charges, taxes, special assessments, and other debts or obligations that are due from the applicant are paid in full. This means the City of Golden Valley water and sewer utility bill also needs to be **paid in full** before licenses are renewed; **no amount can be certified.**

Every Licensee shall promptly notify the Fire Inspector (763-593-8057) of any changes in the names, addresses and other information concerning the person(s) listed on the application **within 5 days of the change.** This license is NOT transferrable to another person or to another rental dwelling unit.

In the act of filing this application with the City of Golden Valley, the owner or agent of the rental dwelling unit(s) agrees to permit inspections. The minimum standard to be used for inspections can be found in City Code Chapter 16, Art. III.

**Department of Revenue Information form MUST be included with application for ALL NEW Rental Licenses.**

### Signature

*The undersigned acknowledges that this application has been read and that the information provided on this application is accurate and agrees to comply with all the ordinances and laws of the City of Golden Valley rental dwelling code.*

Signature of owner <b>X</b>	Print name	Date
Signature of agent (if applicable) <b>X</b>	Print name	Date

Make check payable to **City of Golden Valley** and mail to:

Golden Valley Fire Department  
Attn: Jill Lund  
7800 Golden Valley Rd  
Golden Valley, MN 55427



This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593-3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.



# Tax Identification Form

## License Applicant:

Pursuant to \*Minnesota Statute 270C.72 Tax Clearance: Issuance of Licenses, the licensing authority is required to provide 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.**

## Sole Proprietors ONLY

Applicant's name

Address

City

State

Zip

Phone number

Social Security number

## Partnerships, LLCs, Corporations ONLY

Business name

Address

City

State

Zip

Phone number

Minnesota Tax ID number

Federal Tax ID number

If a Minnesota Tax ID number is not required, please explain:

**TENNESSEN WARNING:** In connection with your request for a license, the City has asked that you provide information about yourself which may be classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you or an applicant affiliated with you is eligible for a license from the City of Golden Valley.
2. You are not legally obligated to supply the request information.
3. The known consequences of supplying the requested information is that the information or further investigation could disclose information which could cause the license application to be denied.
4. The known consequences of refusing to supply the requested information is that the application for a license cannot be processed.
5. A criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license with the City, unless the conviction is related to the matter for which the license is sought, according to Minnesota Statute 364.03. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for the denial of the application.
6. Other governmental agencies necessary to process your application are authorized by law to receive the information provided.
7. The City is required by law to furnish some of this information to the Department of Labor and Industry and the Minnesota Commissioner of Revenue.

## 270C.72 Tax Clearance; Issuance Of Licenses. \*2008 Minnesota Statutes Subd. 4. Licensing authority; duties.

All licensing authorities must require the applicant to provide the applicant's Social Security number and Minnesota business identification number on all license applications. Upon request of the commissioner, the licensing authority must provide the commissioner with a list of all applicants, including the name, address, business name and address, Social Security number, and business identification number of each applicant. The commissioner may request from a licensing authority a list of the applicants no more than once each calendar year.

Signature

Print Name

Date



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