



CITY OF JANESVILLE 101 N.MOTT STREET JANESVILLE MN 56048
 (507) 234-5110 (507) 234-5236 FAX

RENTAL LICENSE APPLICATION
 (3 YEAR LICENSE)

Rental Address:	Janesville, MN	P.I.D.
<input type="checkbox"/> New License	<input type="checkbox"/> Renewal of License	<input type="checkbox"/> New Owner/Mgmt./Transfer
		No. of Units:

Applicant Name:

Applicant is Owner of Property Property's Authorized Mgmt.

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

You must provide one (1) of the following:

MN Tax ID: _____ FEIN (Fed.ID): _____

IMPORTANT INFORMATION REGARDING RENTAL LICENSING:

- It shall be unlawful for any person to conduct or operate or cause to operate either as owner, lessee, agent, or in any other capacity within the City any rental housing without having first obtained a license.
- Owners of rental property must conduct a criminal history of every prospective tenant through the Janesville Police Department.
- Every applicant for a license shall assist the City in making the inspection of the premises. This includes notifying the occupants of the building of the time when the inspection will be conducted and requesting their cooperation in the inspection.
- All rental licenses issued shall be for a period of 3 years and shall begin on date of application and expire on January 31.
- The license holder shall be responsible to prevent repeat instances of disorderly conduct by tenants, members of a tenant's household and guests.
- Violation of the Rental Regulation Ordinance shall be considered a petty misdemeanor.

Rental License & Inspection Fee: \$90.00 (+ \$35.00 per additional unit after three (3) units)

FOR INSPECTIONS CALL: 877-333-5620

Please Note: The Building official will require a re-inspection if previous inspection failed and shall be a fee of \$80.00 per inspection. Scheduled inspections that are not conducted due to non-attendance without proper notice will count as a failed inspection.

I certify that I am the property owner and/or agent on behalf of the property owner named above; that I have familiarized myself with the rules and regulations with respect to preparing and filing this application that the foregoing statements and answers herein contained are in all respects true and accurate to the best of my knowledge and behalf.

Signature: _____ **Date:** _____

OFFICE USE ONLY

License No. L-	Permit Fee: \$	Form of Payment:
	Inspection Fee: \$	Date Issued:
Date Received:	Other: \$	Receipt No.
No. of Units:	Total Due: \$	Issued by:

Approved by: _____ Date: _____