



## Rental Dwelling License Application

City of Dayton  
12260 South Diamond Lake Road  
Dayton, MN 55327  
763-323-4016

Date: \_\_\_\_\_

**Application Fee: \$300.00 per unit and \$100.00 re-inspection fee.**

**Single Family/Townhome Rental License:** ☐ **Renewal (same fees apply):** ☐

**Application Apartment Fee: \$600.00 per building and \$50.00 per unit fee.**

**Apartment Rental License:** ☐ **Renewal (same fees apply):** ☐

### Section 1: Rental Property Information:

Address:	
Number of Units:	

### Section 2: Owner Information:

Name:	
Street Address:	
City:	
Phone:	
Email:	

### Section 3: Property Manager (if different than owner):

Name:	
Street Address:	
City:	
Phone:	
Email:	

### Section 4: License Applicant acknowledges the following:

\_\_\_\_\_ In receipt of rental dwelling ordinance or have read on our city website.

Initial

\_\_\_\_\_ It's the license applicant's responsibility to notify the City in writing of any:

Initial

(over)

- Change in Owner or Property Manager's identity
- Mailing address change
- Any other changes in information on application

## Section 5: Signature

The Minnesota Data Practices Act requires that we inform you of your rights about the private data we are requesting on this form. Private data is available to you, but not the public. We are requesting this data to determine your eligibility for a rental from the City of Dayton. You are not legally required to provide this data, however, refusing to supply the data may cause your license to not be processed. This data can be shared by City of Dayton staff and the City Council. Your signature on this application indicates you understand these rights.

I certify that the above information is true and correct. I understand my signature as property manager will hold me responsible for the maintenance and management of the listed rental property, including legal action if necessary.

I acknowledge that all mailings from the City of Dayton will be mailed to the property owner at the address listed on this application unless the City is notified of any changes.

**This rental application is non-transferable and must be completed biennial.**

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

Signature of Property Manager \_\_\_\_\_ Date \_\_\_\_\_

**Note: Applications submitted will require the full payment amount in order to process. Please submit a check with the completed application or when the application is received and processed our office will notify you for a credit card payment. (Visa, Mastercard, or Discover).**

### Office Use Only:

Application/Initial Inspection Fee:

Date/Amount Paid: \_\_\_\_\_

Re-Inspection required? Y/N

Re-Inspection Fee: \$100.00 per

inspection Date Paid: \_\_\_\_\_

Date inspection passed: \_\_\_\_\_

Date application approved: \_\_\_\_\_

Date license issued: \_\_\_\_\_

**NOTE: The rental inspection and fees still apply for new construction.**