New Application □ Renewal □ New Construction □ Transfer □

RENTAL DWELLING PERMIT APPLICATION

Single Family or Duplex Unit

Complete one application per unit

Please complete all fields and type or print legibly

Fees are due at the time of application

Address of rental unit:

Type of dwelling and fee amount: Single Family ($75.00) □ Duplex □ ($50.00 per unit -$100.00 total)

**OWNER INFORMATION**

Owner of Record (name on deed):

Landlord Name (if different):

Mailing Address:

City: State: Zip:

Telephone: Mobile:

Email:

**MANAGER or AGENT INFORMATION (if applicable)**

Primary Contact:

Company Name (if different):

Mailing Address:

City: State: Zip:

Telephone: Mobile:

Email:

I understand that this application will be used for the purpose of applying for a Rental Dwelling Permit and that by accepting this form, the City of Mason City has not automatically granted a Rental Dwelling Permit for this property. I hereby certify that all information contained herein is true and accurate. I understand that if any of the above information changes, a new registration is required within 30 days of such change. I hereby grant permission to the City of Mason City to make inspections of the structure listed herein to determine its compliance with City Rental Housing codes. I agree to maintain the premise to standards which are set by the City of Mason City at all times. I understand that failure to comply with these requirements may result in monetary fines, non-issuance or revocation of a Rental Dwelling Permit, or a combination thereof.

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Signature Date

**Development Services Department**

10 1st St NW Mason City IA 50401 Tel: 641-421-3380 Fax: 641-421-3629 E: rentalhousing@masoncity.net