City of Creston Rental Property Registration & Renewal

Registration to be received on or before February 28, 2012. Registrations received on or after March 1 will have a $50 dollar late fee billed. Failure to return registrations by April 1, will result in a Municipal Infraction. If you have sold a property or are in contract to sell a property please send an ammended form so our records can be updated and corrected. Failure to do so could result in a Municipal Infraction. Upon receipt of registration information, the **Rental Housing Inspection Checklist** form for each property address must be filled out with self-inspection information and returned within 60 days.

Property Owner's Information:

Name: _____ Company Name: _____

Street Address: _____ Telephone: (____) _____

City: _____ State: _____ Zip: _____

Date received by Public Works _____

Property Manager's Information:

Name: _____ Company Name: _____

Street Address: _____ Telephone: (____) _____

City: _____ State: _____ Zip: _____

Pursuant to the Creston Code of Ordinances , all rental housing must provide listing of their property addresses and the number of units. (please attach additional sheets if necessary)

Property Address	Number of Units
Examples: 111 North Main	

FEES ADOPTED BY CRESTON CITY COUNCIL:

NO ANNUAL INSPECTION FEE.

Re-Inspection for units not in compliance on the previous inspection shall be $35. This applies to each subsequent inspection. This fee also applies to re-scheduling of appointments due to no show on the part of the owner/manager.

Newly constructed rental housing or ownership transfers must be registered within 30 calendar days of readiness for occupancy or transfer. A late fee of $50 will apply for those units not in compliance.

Late fee of *$50.00 per structure* on or after March 1st, 2012

Municipal Infraction will be filed April 1st, 2012

Return this form with fee (if any) to:

City of Creston
Rental Inspections
PO BOX 449
Creston, IA 50801

Office use only:

Total Fee Paid _____ Date Paid _____ ☐ Cash ☐ Check # _____