

City of Eagle Grove
Annual Rental Property Registration

Registration is due each year by May 1. Late registrations are subject to double fees. Failure to register may result in a municipal infraction, which can lead to a court-ordered daily fine until the property is in compliance. If you have sold a property or are in contract to sell a property please send an amended form so our records can be updated and corrected. Fees below are assessed annually and cover both registration and inspection costs. Please specify any Section 8 properties and be aware that a lesser fee schedule applies for those properties

Property Owner's Information:

Name: _____

Telephone: (_____) _____ - _____ Email: _____

Address: _____ City _____ State: _____ Zip: _____

Property Manager's Information:

Name: _____ Company: _____

Telephone: (_____) _____ - _____ Email: _____

Address: _____ City _____ State: _____ Zip: _____

Pursuant to the City of Eagle Grove Code of Ordinances, all rental-housing owners must provide listing of their property addresses and the number of units. (Attach additional sheets if necessary)

Fees Adopted by the City of Eagle Grove City Council:

- \$35 for the first unit of each building, \$5 for each additional unit in the same building.
- Re-inspection for units not in compliance on the second re-inspection shall be \$50. This applies to each subsequent re-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. No additional fee applies to currently registered properties changing ownership.
- Section 8 properties are not subject to City inspection, but must register, and annually provide the HUD inspection report along with \$5 per unit filing fee.

Return this form with attached property list and fees to:
City of Eagle Grove
Rental Inspections
210 E Broadway/PO Box 165
Eagle Grove, IA 50533

Questions may be directed to:
Rental Inspector:
Email: egzoning@gmail.com
Phone: (515) 448-4343
Code of Ordinance: Chapters 148 & 157

Sign: _____ Date: _____

| | |
|--------------------------|--|
| Administrative Use only: | Registration #: _____ |
| Total Fees: _____ | <input type="checkbox"/> Paid Received: _____ |
| Rental Inspector: _____ | Date: _____ |

