



## Rental Housing Inspection Certificate Application

### Property Owner

Name: \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

### Property Manager

Name: \_\_\_\_\_

Address (Street, City, State, Zip): \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

### Property Information

Address: \_\_\_\_\_

Property Type:  Single Family  Multi-Family  Townhome/Condo/Duplex

Number of Rental Buildings: \_\_\_\_\_ Number of Dwelling Units: \_\_\_\_\_

List all buildings' addresses with building assignments (i.e., 123 NE Example Street, 1-24 or A-Z):

*Please attach additional pages if needed.*

\_\_\_\_\_  
\_\_\_\_\_

### Payment

**PAYMENT MUST BE RECEIVED PRIOR TO RENTAL INSPECTION SCHEDULING.** Please use the Fee Calculator at [www.Waukeee.org/rentalinspections](http://www.Waukeee.org/rentalinspections), if needed. Inspection fees are:

- \$50 for Single Family Home, Individually Owned Townhome or Individually Owned Condo
- \$50 for Duplex Building (plus \$15 per unit)
- \$50 for Single Owner Multi-Family, Condo or Townhome Building (plus \$15 per unit)

Checks should be made payable to "City of Waukeee" and dropped off in person or mailed to: Waukeee City Hall, Attn: Rental Inspections, 230 W. Hickman Road, Waukeee, IA 50263.

I HEARBY STATE THAT THE INFORMATION GIVEN ABOVE IS CORRECT. I AGREE TO COMPLY WITH ALL CITY OF WAUKEE ORDINANCES AND STATE LAWS REGULATING BUILDING CODES.

Signature of owner/manager: \_\_\_\_\_ Date: \_\_\_\_\_

*If you will be designating an agent for inspections, please complete the "Designated Agent Form".*