



Rental Dwelling Licensing Notice of Sale

Per Sec. 30-197 of the Elk River Code of Ordinances, a rental dwelling license is nontransferable and shall automatically terminate within 30 days of closing on the sale of the licensed building, unless, within 30 days of said closing, the new owner applies for and is granted a rental dwelling license.

If you are the existing owner of a rental dwelling, you may notify the city of the sale. This form can be submitted electronically at ERFD.FABS@ElkRiverMN.gov or via regular mail:

Elk River Fire & Building Safety Division
13065 Orono Parkway
Elk River, MN 55330

Dwelling Address: _____ Phoenix ID: _____

Owner Name: _____ (existing owner)

Date of Sale: _____

Has the sale been recorded? Yes No Unknown

Signature: _____

If you are the new owner of the property and wish to continue operating the dwelling as a rental, you must submit a complete application to the city. Applications are available online at www.ElkRiverMN.gov or at city hall (13065 Orono Parkway NW).

OFFICE USE ONLY
Date Received: _____
Comments: _____

