



CITY of CRYSTAL

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

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Certification of Financial Responsibility

This form must be completed and returned with a City license application.

To the best of my knowledge, based upon a review of the status of the property/business located in the City of Crystal at _____, I attest that the foregoing property/business is financially responsible as outlined in Crystal City Code Section 1000.39, which is printed in full on the reverse side of this form.

I hereby certify that I/we are current on the following financial obligations:	YES	NO
Property taxes are paid		
Utility bills are paid		
State taxes are paid		
Federal taxes are paid		
Other governmental obligations or claims concerning me or the business entity named in this license application are paid		

If you or the business entity named in this license application have received a notice of delinquency or default, provide details: _____

If "NO" is circled for any of the items in the table above, describe the payment plan or other agreement approved by the applicable governmental entity: _____

I certify under penalty of perjury that the foregoing is true and correct.

Dated: _____, 20____

Signature

Printed Name

Note: Filing a false statement with a government agency is a criminal offense.

Staff use only:

__UB __Prev UB __UB Cert __Tax __Prev Tax

Verified compliance on: _____ <date>

Staff initials: _____

Crystal City Code Section 1000.39 – Financial responsibility. Prior to the issuance of a license the applicant must file with the city clerk satisfactory evidence of financial responsibility. Satisfactory evidence of financial responsibility shall be shown by a certification under oath that the property taxes, public utility bills, and all state and federal taxes or other governmental obligations or claims concerning the business entity applying for the license are current, and that no notice of delinquency or default has been issued, or if any of the financial obligations stated in this subsection are delinquent or in default, that any such delinquency or default is subject to a payment plan or other agreement approved by the applicable governmental entity. The certification shall be signed by an individual applicant or all individual owners and/or shareholders of the business entity. Operation of a business licensed by the city without having updated evidence on file with the city of the financial responsibility required by this subsection is grounds for revocation or suspension of the license. This subsection shall apply to all licenses issued by the city except for intoxicating liquor licenses regulated by Crystal city code, chapter XII, which are regulated by that chapter.

What does this mean for your rental license?

Prior to issuance of a new rental license or renewal of a rental license, license holders are required to certify that the property taxes, utility bill and all state and federal taxes for the property or the business entity applying are current. Also, the applicant must certify that no notice of delinquency or default has been issued or is subject to a payment plan.

If the owner fails to demonstrate financial responsibility, a penalty fee will be charged as applicable: 25% of the rental license fee if 11-20 days late; 50% if 21-30 days late; 100% if more than 30 days late.

What will happen if a license holder is not financially responsible?

A hearing is granted before the city council. The council may deny, suspend or revoke the rental license. Upon providing satisfactory evidence of financial responsibility, the property owner will re-apply for a rental license.

If satisfactory evidence of financial responsibility is not provided after the license has been revoked or suspended, the current tenants will be allowed to reside in the unlicensed unit until 1) their current rental agreement expires or 2) they can be given proper notice per their lease agreement. New tenants will not be allowed to occupy the unit nor will a new rental license be issued until the evidence of financial responsibility is provided to the city. Should the rental unit be occupied after the required vacancy date, the property will be subject to weekly fines of not less than \$75 nor more than \$500 and the property will be posted as an unlawful rental.