**SAINT PAUL**
**MINNESOTA**

# RENT STABILIZATION

## Landlord Worksheet
## Changes in Space or Services

## <u>Introductory Information</u>

A landlord is entitled to a fair return on rental property. Pursuant to the Rent Stabilization Ordinance, the City has established a process by which landlords can request exceptions to the limitation on rent increases based on the right to a fair return. The details of the process are available at stpaul.gov/rent-stabilization.

For various reasons, landlords increase the services provided to tenants. This worksheet is designed for landlords who are seeking an increase in the 3% annual rent cap on the basis of increased housing services but not other elements that would be considered in the Capital Improvement and Maintenance of Net Operating Income worksheet.

If requesting an exception by self-certification, the landlord must retain this completed worksheet for at least 3 years.

If requesting a staff determination, the worksheet should be sent to the city to be reviewed in coordination with other required documentation. The worksheet and documentation can be sent to the Rent Stabilization team by email at rent-stabilization@ci.stpaul.mn.us.

**I. *General Information About the Property***

1. Street Address: _____

2. Parcel Number(s): _____

3. Year Property Purchased by Current Owner: _____

4. Total Number of Units on the Property: _____

5. Total Number of Units Affected by Proposed Rent Increase: _____

6. Are there Rental Units that are Partially or Fully Exempt? Number of Exempt Rental

   Units and Basis for Exemption: _____

**II. *Landlord Information***

7. Name: _____

8. Phone(s): _____

9. Business Address: _____

10. City, State, Zip: _____

11. Business E-mail: _____

**III. *Agent Information***
*(if applicable)*

12. Name: _____

13. Phone(s): _____

14. Business Address: _____

15. City, State, Zip: _____

16. Business E-mail: _____

## IV. Changes to Services

**17. Briefly describe the services provided to the rental units. Include all services provided and state which services are provided without additional charge:**

_____

_____

_____

_____

**18. List the proposed changes to the services listed above and explain any changes in responsibility for their payment since the base year, if any:**

_____

_____

_____