

City of Saint Paul
 Department of Public Works
UNOCCUPIED DWELLING REGISTRATION FORM

Application Date: _____ **Hold Start Date:** _____

Address of Unoccupied Dwelling: _____ **Unit (if applicable):** _____

Cart Size (please check): 32-gallon Every Other Week 32-gallon Weekly
 64-gallon 96-gallon

Disposition of this dwelling (please check one):
 This dwelling is indefinitely unoccupied (no plans to have occupants at this time).
 This dwelling is currently unoccupied, but is planned to be occupied on (date): _____
 Other: _____

Responsible Party: Persons/organizations who will ensure compliance with City ordinance:

NAME	ADDRESS	PRIMARY PHONE	SECONDARY PHONE

Under Saint Paul City Code of Ordinance Chapter 220, it is the responsibility of every owner of a residential dwelling of one (1) to four (4) units to utilize solid waste services for all occupied dwelling units (Sec. 220.04). By submitting this application, the property owner is certifying that the residential dwelling unit (RDU) is completely unoccupied, under penalty of the City of Saint Paul Code of Ordinances. Submission of this form is subject to verification by the City of Saint Paul at any time. If the RDU is determined to be occupied, the RDU will immediately resume receiving garbage services from the designated Hauler for the property and will be subject to the rates for garbage service specified in City Code of Ordinances Chapter 220.

Print Your Name (legibly)

Signature

Mailing Address

City **State** **Zip**

MainPhone Number **Alternate Phone Number**

Email Address (print legibly)

INSTRUCTIONS:
Complete and return this form.

Mail this form to:
**City of Saint Paul
 Public Works – Solid Waste Division
 1500 City Hall Annex
 25 W 4th St
 St. Paul, MN 55102-1660**

or Email form to:
garbage@ci.stpaul.mn.us

Thank you for your cooperation.

Questions? Call the Garbage information line at 651-266-6101.

<p><i>For Office Use Only</i> <i>Date Processed:</i> _____ <i>Staff:</i> _____</p>
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