

CHAPTER 67: REGISTRATION AND AGENT

Section

- 67.01 Register of occupancy
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- 67.03 Agent required

§ 67.01 REGISTER OF OCCUPANCY.

Each owner of a dwelling unit within the City rented or offered for rent for residential purposes shall maintain a register of occupancy for each such dwelling unit, which shall be filed with the City Clerk, and shall include the following information:

- (A) The address of the dwelling unit;
- (B) The number of bedrooms in the dwelling unit;
- (C) The name of the current occupant of the dwelling unit;
- (D) The telephone number of the current occupant; and
- (E) The mailing address of the current occupant of each dwelling unit.

§ 67.02 CHANGES IN OCCUPANCY.

Each owner, or agent of a dwelling unit rented with the City of Halstad, shall report in writing all changes in occupancy to the City Clerk within 10 days of any change in occupancy, including vacancy.

§ 67.03 AGENT REQUIRED.

Each owner of a dwelling unit within the City, rented or offered for rent for residential purposes, shall, by a written document executed and acknowledged by such owner, appoint an agent residing with the City, upon which agent the City may serve notices pertaining to the administration of this ordinance or any city ordinances pertaining to dwelling units, which service shall be as effective as if made upon such owner.

