

**RENTAL  
PROPERTY  
OWNER  
UPDATE  
SHEET**



**CITY OF ROCHESTER**  
**BUILDING SAFETY DEPARTMENT**  
**HOUSING INSPECTION SERVICES DIVISION**  
 2122 Campus Drive SE Suite 300  
 Rochester, MN 55904  
 Phone: 507-328-2600 Fax: 507-328-2601  
 Office Hours: Monday – Friday 8 am – 5 pm  
[bsrental@rochestermn.gov](mailto:bsrental@rochestermn.gov)  
[www.rochestermn.gov/BuildingSafety](http://www.rochestermn.gov/BuildingSafety)

<b>Owner(s)</b>	Company Name _____ Name _____ <small>Chief Operating Officer/Owner</small> Last      First Address _____ <small>Street      City      County      State      Zip code</small> Office/Home phone _____ Cell _____ Email address _____		
<b>Manager</b>	<b>Required if owner resides outside 8 county area. Resident agent must reside within listed 8 county area.</b> (Houston, Winona, Fillmore, Olmsted, Goodhue, Dodge, Mower or Wabasha) See Rochester Code of Ordinances (RCO Ch. 7-5 Sec. 7-5-1(e))		
	Company Name _____ Name _____ <small>Chief Operating Officer/Owner</small> Last      First Address _____ <small>Street      City      County      State      Zip code</small> Office/Home phone _____ Cell _____ Email address _____		
<b>Properties</b>	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
	Street Address	License #	
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	Street Address	License #	
	Street Address	License #	
	Street Address	License #	

Please add extra pages if needed to list additional properties, owned or managed.

Manager

Owner  Signature \_\_\_\_\_ Date \_\_\_\_\_