

City of Palo
2800 Hollenbeck Road
Palo, IA 52324
Phone: (319) 851-2731 Fax: (319) 851-2734
www.cityofpalo.com

Rental Property Registration Form

Rental Property Address

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Owner's Information (If PO Box, must include street address)

Name:			
Address:			
City/State/Zip:	Owner's Social Security		
Phone Number			
Home:	Work:	Cell:	Fax:

Property Manager's Information (If applicable)

Name:			
Address:			
Phone Number			
Home:	Work:	Cell:	Fax:

Type of Dwelling

- One Dwelling Unit
- Duplex
- Multiple Dwelling
Number of Units: _____
- Individual Condo Unit

Date: _____

Signature: _____

If any of the above information changes, a new registration is required. Failure to comply may result in additional fees.

For Office Use Only:

Fee Pd. \$ _____ Date _____ Initial _____

Inspection Fee \$ _____ Date _____ Inspection Date _____

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Please note that the City of Palo requires all rental housing units to have a Certificate of Compliance in order to be legally occupied. This Certificate is issued when the property is in compliance with the applicable provisions of the Housing Code and when all registration and inspection charges related to the property have been paid in full. Inspection fees as of January 15th, 2024 are as follows:

Fee Type	City of Palo
Registration Fee	Annual
	\$50 Single Family/Duplex
	\$50 + \$10 per Unit Multi- Family
Registration Penalty- *Must be registered before February 15th	\$110
Inspections	Every 2 Years
	\$85 Single Family/Duplex
	\$85 + \$10 per unit Multi-Family
Reinspection Fee	\$60 Single Family/Duplex
	\$60 per unit Multi-Family
2nd Reinspection	\$110 Single Family/Duplex
	\$110 per Unit Multi-Family
3rd Reinspection	\$160
4th and Subsequent	\$310
No Show Fees	\$110
Complaint Investigation	\$85
Investigation Fee IPMC	*Hourly rate based on current Inspector wage

* The hourly rate shall include hourly wages, fringe benefits, transportation and administrative costs.

One hour Minimum.

