

MARSHALLTOWN

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RE: 2020 Rental Property Registration

March 2020

Dear Rental Property Owner or Agent,

It is time once again to renew your registration on any rental properties you currently own. **Please complete the enclosed form and return it with your payment.** If you have any changes please report those in writing, prior to May 21, 2020, on the form and the adjustments will be made to your invoice upon receipt. **If you have questions please call Joan Helm or Becky Deemer at 641-754-6582.**

Attached to this letter you will find an invoice which lists the rental property address and the total registration fee for that parcel. All fees are based on the number of units per tax parcel. The rates for 2020 have not changed.

The following table outlines the rate schedule used **per tax parcel.**

Unit	Registration fee per unit
1 st unit	\$33.00
2 nd unit	\$29.75
3 rd through 12 th unit	\$23.75
All additional units over 12	\$17.00

City Hall remains closed due to COVID-19. Please mail your payment, drop it in the box outside of City Hall or pay online.

Listed below is the anticipated schedule related to the billing process for 2020:

March 2020 – First billing mailed to owners.

Thursday, May 21, 2020 before 4:30 PM – Payment due to City of Marshalltown.

→ ***Please Note*** Please make any corrections and submit with payment by May 21, 2020. Payments not received by the May 21, 2020 will be charged a late fee and interest according to City policy.

June 2020 – Statement sent with regular City billing cycle which will include **\$25 late fee charged per parcel** in accordance with Iowa Code and finance charges will begin **(1.5% per month)**.

September 2020 – Assessment process begins on unpaid accounts to be certified with county (payable as property tax interest at 9% interest).

Failure to pay rental registration fees may result in denial of compliance notice.

If you have any questions please contact the office at 641-754-6582 or e-mail jhelm@marshalltown-ia.gov or rdeemer@marshalltown-ia.gov. For general information about the Rental Inspection Program, please check out the City of Marshalltown web site www.marshalltown-ia.gov

Sincerely,



Michelle Spohnheimer, Housing & Community Development Director

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