

SALT LAKE CITY'S LANDLORD/TENANT PROGRAM

Dear Property Owner:

Salt Lake City is proud to introduce the Landlord/Tenant Initiative. The goal of the Program is to address aspects of property management that help eliminate code violations and public nuisances while controlling and preventing illegal activity on rental properties that impact the quality of life within our neighborhoods.

Under the new program, all residential rental properties, including single and double family homes, boarding houses and fraternities/sororities, require a business license. Participation in the Landlord/Tenant Program, however, is voluntary.

Landlord/Tenant Program Requirements

Landlords must complete a City-approved training course of not less than four (4) hours within six months of applying for participation in the program. The course teaches property owners how to maximize the use of rental applications, screen tenants, identify criminal activity, observe zoning laws, avoid discrimination and comply with the Fair Housing Act. Once landlords complete the initial training, a four-hour refresher course is required every two years thereafter. Landlords must also enter into a property management agreement with the City and use a City-provided lease addendum with their existing lease which implements measures to reduce crime.

Landlord/Tenant Program Benefits

Landlords who participate in the program are eligible for up to a 95 percent discount on the annual business license fees. Effective September 1, 2011, business license fees per unit for those who participate in the program will be \$20.00. (Business license fees for non-participants are \$348.00 per unit). Additional benefits include more profitable property ventures, potentially enhanced property values, better maintained and operated properties and a decrease in crime.

PARTICIPATION

If you wish to participate in the Program, complete the Landlord/Tenant Program application, sign the management agreement, and return with your renewal payment identified in the attached renewal notice. Please keep the lease addendum and make copies as needed to use with your current tenant lease agreement.

NON-PARTICIPATION

If you do not wish to participate in the program, please complete the Non-Participation business license renewal form and include the non-participation license fees.

If you fail to return a completed application and signed management agreement we will assume you do not want to participate in the program and you will be re-billed for the non-participation licensing fees.

For additional information on the Landlord/Tenant Initiative please visit our web site at <http://www.slcgov.com/ced/business/> or contact our office at (801) 535-6644.