

MINNEAPOLIS TRUTH-IN-SALE OF HOUSING DISCLOSURE REPORT **A**
NOTICE- Read Entire Report Carefully This is not a Buyers Inspection!

(Staple Upper Right Corner)

Page ____ of ____

Address Of Evaluated Dwelling: _____
Owner Name: _____ Hm _____
Owner Address: _____ Wk _____
(City, State, ZIP) _____
Realtor/Contact: _____ Ph _____ Fax _____

ADDRESS:

I declare to the best of my knowledge the following information regarding: Flood damage, sewer backup or water seepage:

Comments: _____

Age of Roof: _____ **Condition of Roof:** Poor Fair Good Excellent **Currently Leaking:** Yes / No **Patched:** Yes / No

Comments: _____

Signature of Owner (Disclosure Report Not Valid Without Signature)

Date: _____

***** SEE ATTACHED PAGES FOR **IMPORTANT** CONSUMER INFORMATION *****

Number of Dwelling Units: _____ **City Reference As:** _____ Check if: Townhouse or 1st time Condo conversion

Present Zoning District: _____ **Present Occupancy:** Conforming Nonconforming

Reason for Nonconforming Status: _____

Note: If the occupancy is indicated as Nonconforming, the owner shall provide the buyer, prior to closing, settlement, or transfer of ownership, a written and signed verification as to the zoning status by the City Zoning Administrator.

Housing Orders: NO orders YES housing orders pending from Minneapolis Inspections Division.

This property: IS NOT condemned IS condemned (reason): _____

1. This report offers a limited overview of building components and fixtures by the evaluator and is not technically extensive. Prospective buyers may want to seek additional opinions from various experts in the inspections field prior to purchase. This report is not a warranty or guarantee, expressed or implied, by the City of Minneapolis or by the evaluator or of any building component or fixture.
2. This report is not a code compliance inspection. The owner, owners agent and/or buyer must repair all items marked Repair/Replace. All required Repair/Replace items are enforceable by Minneapolis Ordinance Chapter 248. All other items will not be used by the Inspections Division as a basis for enforcing Minneapolis ordinances.
3. The ordinance requires and places the responsibility on the seller or agent to make sure that this report is publicly displayed on the premises when the house is shown to prospective buyers. Also, the seller or agent must give a copy of this report to the buyer prior to the signing of a Purchase Agreement.
4. This report covers only those items listed on the form. The evaluator is not required to ignite the heating plant, use a ladder to observe the condition of the roofing, evaluate inaccessible or concealed areas or disassemble items. This report does not address formaldehyde, lead paint, any airborne gasses (including radon), asbestos, wood stoves, fireplaces or air conditioners. Gas inserts in fireplaces WILL be evaluated.
5. This report is not an FHA, VA or Section 8 inspection. It is not an appraisal.
6. This report is valid for one year from the date of issue and only for the owner named on the report. It is required for all single-family homes, duplexes, townhouses or 1st time condominium conversions offered for sale.
7. Any **questions** regarding this report should be directed to the evaluator whose name and phone number appear below. Any **complaints** regarding this report should be directed to Truth in Housing at (612) 673-5840, Minneapolis Inspections Division, 250 South 4th Street #300, Minneapolis, MN 55415.

I hereby certify that this report is made in compliance with the Minneapolis Code of Ordinances, Chapter 248, and that I utilized care and diligence reasonable and ordinary for one meeting the Certification Standards. The report covers only those problems listed and reasonably visible at the time of my evaluation and does not warrant future useful life of any house component or fixture. I have included all required information pages with this report.

Evaluator Name: (print) _____ Evaluation Date: _____

Signed: _____ Telephone Number: (_____) _____

Date:

THERE ARE REQUIRED REPAIR/REPLACE ITEMS NOTED IN THIS REPORT: YES NO

If "RR" items noted, permits may be required, see attached "Most Common Repair Items." More information from the City will be sent to owner (after evaluator files this report) regarding permits, certifications, safety checks and required reinspections after work is completed. Minneapolis Truth-in-Sale-of-Housing TiH-A Rev.doc 3/03

EVALUATION CODES: **M:** = Meets Minimum Requirements **B:** = Below Minimum Requirements **C:** = Comments
N/A: = Not Applicable/Does Not Apply **SC:** = Suggested Correction **RR:** = Repair/Replace **Y:** =Yes **N:** =No
 Items marked **“RR”** indicate that the item must be repaired or replaced within 90 days of closing. Buyer must sign acknowledgment of responsibility agreement unless a Certificate of Approval (COA) has been issued to seller. If the house doesn't sell, the seller does not have to do the repairs.
 Any item marked **“B”**, **“C”**, **“SC”** or **“RR”** must have a written comment about the item. **“Y”** or **“N”** must have comments when starred (*). Read “COMMENTS” COLUMN CAREFULLY. Each Item May Have More Than One Code.
 Any item with the words **“SEE HANDOUT”** in the comment column refers to the **“ MOST COMMON REPAIRS ”** handout that should be attached to this report. Contact the evaluator if it is not attached.

<u>Item List</u>	<u>Required</u>	<u>RR</u>	<u>Item number / Code / Comments</u>
1. Basement stairs _____	1	1	
2. Basement floor _____	2	2	
3. Foundation walls _____	3	3	
4. Evidence of Dampness or staining			
a) on basement walls (Y* or N) _____	4a		
b) on basement floor (Y* or N) _____	4b		
c) See owner's statement on Page A			
5. Basement sleeping rooms (Y* or N) _____ <i>(If Yes, see page “C”)</i>	5		
6. First floor, floor system _____	6	6	
7. Columns & beams _____	7	7	
8. Floor drains _____	8	8	
9. Waste & vent piping _____	9	9	
10. Water piping _____	10	10	
11. Gas piping _____	11	11	
12. Water heater _____	12	12	
13. Water heater venting _____	13	13	
14. Basement plumbing fixtures _____	14	14	
15. Copper water line visible on the street side of water meter (Y or N*) _____ <i>Evaluator assumes no responsibility for copper water line being continuous to street.</i>	15		
16. Electrical service installation / size at panel Amps: _____ Volts: _____ 60 Amp suitable for one major 220 volt appliance. <i>Evaluator is not required to disassemble items or evaluate inaccessible areas.</i>	16	16	
17. Smoke detectors properly located _____	17	17	
a) Operable _____	17a	17a	
18. Separate 20-amp kitchen circuit indexed at service panel: (Y or N*) _____	18		
19. Basement electrical outlets/fixtures _____	19	19	
20. Electrical outlet for laundry indexed at service panel: (Y or N*) _____	20		
21. Heating plant installation _____ Type _____ Fuel _____ <i>Heat exchanger evaluated only if readily visible. Evaluator is not required to light the pilot.</i>	21	21	
22. Heating plant viewed in operation (Y or N*) _____	22	22	
23. Heating plant combustion venting _____	23	23	
24. Auxiliary/additional heating units (Y or N) _____	24		
a) Installation _____	24a	24a	
b) Viewed in operation (Y or N*) _____	24b	24b	
c) Combustion venting _____	24c	24c	
d) Location(s) <i>(include attic or garage heater)</i> _____	24d	24d	
e) Incinerator <i>(if existing)</i> _____	24e	24e	

Evaluator: (print) _____
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Date _____ (Minneapolis)

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SEE COMPLETE KEY PAGE "B"

		<u>Required</u> <u>RR</u>	<u>Item number / Code / Comments</u>
KITCHEN			
25. Walls & ceiling components	_____ 25	_____ 25	
26. Evidence of dampness/staining (Y* or N)	_____ 26		
27. Floor condition	_____ 27	_____ 27	
28. Window size & openable area	_____ 28		
29. Window & door condition / Mech. Vent.	_____ 29	_____ 29	
30. Electrical outlets & fixtures	_____ 30	_____ 30	
31. Plumbing fixtures	_____ 31	_____ 31	
32. Water flow	_____ 32	_____ 32	
33. Gas piping	_____ 33	_____ 33	
DINING/LIVING ROOM			
34. Walls & ceiling components	_____ 34	_____ 34	
35. Evidence of dampness/staining (Y* or N)	_____ 35		
36. Floor area & ceiling height	_____ 36		
37. Floor condition	_____ 37	_____ 37	
38. Window size & openable area	_____ 38		
39. Window & door condition	_____ 39	_____ 39	
40. Electrical outlets & fixtures	_____ 40	_____ 40	
BATHROOM			
41. Walls & Ceiling Components	_____ 41	_____ 41	
42. Evidence of dampness/staining (Y* or N)	_____ 42		
43. Floor condition	_____ 43	_____ 43	
44. Window size & openable area / Mech. Vent.	_____ 44		
45. Window & door condition	_____ 45	_____ 45	
46. Electrical outlets & fixtures	_____ 46	_____ 46	
47. Plumbing fixtures	_____ 47	_____ 47	
48. Water flow	_____ 48	_____ 48	
HALLWAYS/STAIRWELLS			
49. Walls & ceiling components	_____ 49	_____ 49	
50. Evidence of dampness/staining (Y* or N)	_____ 50		
51. Floor condition	_____ 51	_____ 51	
52. Window & door condition	_____ 52	_____ 52	
53. Electrical outlets & fixtures	_____ 53	_____ 53	
54. Stairs (upper floors)	_____ 54	_____ 54	
55. Smoke detectors properly located	_____ 55	_____ 55	
a) Operable	_____ 55a	_____ 55a	
SLEEPING ROOMS			
56. Number of sleeping rooms (include basement)	_____ 56		
57. Walls & ceiling components	_____ 57	_____ 57	
58. Evidence of dampness/staining (Y* or N)	_____ 58		
59. Floor area & ceiling height	_____ 59		
60. Floor condition	_____ 60	_____ 60	
61. Window size & openable area	_____ 61		
62. Window & door condition	_____ 62	_____ 62	
63. Electrical outlets & fixtures	_____ 63	_____ 63	

Evaluator: (print) _____
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		<u>Required</u> <u>RR</u>	<u>Item number / Code / Comments</u>
PORCH/SUNROOM/OTHER ROOM			
64. Walls & ceiling components	_____ 64	_____ 64	
65. Evidence of dampness/staining (Y* or N)	_____ 65		
66. Floor condition/area/ ceiling height	_____ 66	_____ 66	
67. Window & door condition	_____ 67	_____ 67	
68. Electrical outlets & fixtures	_____ 68	_____ 68	
ATTIC SPACE (if visible)			
69. Roof boards & rafters / Mech. Vent.	_____ 69	_____ 69	
a) Attic insulation			
TYPE(s) _____ DEPTH _____			
70. Evidence of dampness/staining (Y* or N)	_____ 70		
71. Electrical outlets & fixtures	_____ 71	_____ 71	
EXTERIOR (Items visible at time of evaluation only)			
72. Foundation	_____ 72	_____ 72	
73. Basement windows	_____ 73	_____ 73	
74. Drainage (grade)	_____ 74		
75. Exterior walls	_____ 75	_____ 75	
76. Doors (frames/storms/screens/deadbolt locks)	_____ 76	_____ 76	
77. Windows (frames/storms/screens)	_____ 77	_____ 77	
78. Stoops	_____ 78	_____ 78	
79. Cornice & trim	_____ 79		
80. Roof covering & flashing	_____ 80		
81. Chimney	_____ 81	_____ 81	
82. Electrical outlets/fixtures	_____ 82	_____ 82	
83. Two-family dwelling egress	_____ 83		
OPEN/UNHEATED TYPE PORCHES			
84. Floor	_____ 84	_____ 84	
85. Walls	_____ 85	_____ 85	
86. Roof /ceiling	_____ 86	_____ 86	
87. Doors /screens /windows	_____ 87	_____ 87	
88. Electrical outlets / fixtures	_____ 88	_____ 88	
GARAGE /Accessory building (Automatic garage doors that don't reverse upon striking an object pose a serious deficiency and should be corrected immediately).			
89. Roof structure & covering	_____ 89	_____ 89	
90. Wall structure & covering	_____ 90	_____ 90	
91. Garage door(s)	_____ 91	_____ 91	
a) Automatic garage door opener	_____ 91a		
92. Electrical outlets & fixtures	_____ 92	_____ 92	
MISCELLANEOUS			
93. Clutter	_____ 93	_____ 93	
94. Sanitation	_____ 94	_____ 94	
95. Vermin	_____ 95	_____ 95	

LICENSED CONTRACTOR REQUIRED TO REPAIR OR EVALUATE (safety check or certify) :

Heating System: Yes No Water Heater: Yes No Plumbing System: Yes No
 Electrical System: Yes No Structural System: Yes No Other: _____ Yes

EVALUATOR TO RETURN TO COMPLETE THE EVALUATION DUE TO: utility shut-off, heating plant not on, locked areas, etc.

Yes No (The evaluator will charge.)

Evaluator: (print) _____
BC&D.doc Rev.3/03)

Date _____

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Property Address _____

The following information items should be of concern to you as a potential property owner in the City of Minneapolis. **Please read carefully.**

LEAD-BASED PAINT DISCLOSURE: This Truth-in-Sale-of-Housing Disclosure report does not address the issue of lead-based paint and the attending hazards. Deteriorated lead-based paint poses a risk especially to pregnant women and young children.

- ◆ The seller of this property is required by Federal law to provide the buyer with a Disclosure of Information on Lead-Based Paint and Lead-Based Paint hazards. You have the option of hiring a licensed lead inspector to do a risk assessment of the property.
- ◆ Any owner of rental property is required by Federal law to provide all tenants with a Disclosure of Information on Lead-Based Paint and Lead Based paint hazards.
- ◆ For more information on hazards associated with lead-based paint, contact the State Health Department at (651) 215-0890.

RENTAL PROPERTY REQUIREMENTS:

Notice – Rental Dwelling License Required: The annual license fee for a rental dwelling license or provisional license is \$33.00 for the first rental dwelling unit and \$20.00 for each additional rental dwelling unit under common ownership in the same building. The licensing billing period is between October 1st through September 30th. New owners who have purchased their property after April 1st (during second half of license year) shall pay the prorated fee of 50%. **A change in ownership shall require a new license application and payment of the license fee.** Operation of an unlicensed dwelling unit shall be subject to an additional administrative fee of fifty dollars (\$50.00) for the first dwelling unit, and twenty dollars (\$20.00) for each additional dwelling unit under common ownership in the same building. This fee shall be in addition to any other appropriate enforcement action or fees due. This fee shall apply 60 days after owner closes the sale of the rental property. **Fees subject to change.** For more information call (612) 673-5856.

OUTSTANDING WATER, SEWER & SANITATION CHARGES: The buyer assumes liability for any unpaid charges at closing. Call (612) 673-1114 to obtain information regarding water, sewer and solid waste charges owing at this property and to schedule a meter reading prior to purchase. Owners are charged based on the Inspections Division’s official unit **reference number**, which may be different than the number of units found in the property. See the **reference number** on page A of the Truth in Housing report.

DELINQUENT TAXES: For information regarding possible delinquent taxes call Hennepin County at (612) 348-3011.

SPECIAL TAX ASSESSMENTS:

For information about special assessments from the City pending against this property call the following numbers:

- | | |
|-------------------------------------|--------------------------|
| Public Works: (612) 673-3604 | Sidewalks (612) 673-3604 |
| Housing Inspections: (612) 673-3754 | Streets (612) 673-3604 |
| Park Board: (612) 230-6420 | |

HOMESTEAD INFORMATION: (612) 673-2382

HOUSING ORDERS PENDING/CONDEMNED: (612) 673-5858

FAIR HOUSING: Combined federal, state, and city laws forbid unequal treatment in housing based on these criteria: Race, color, creed, sex (including sexual harrasment), familial status (the presence of children in the household), public assistance status, affectional preference, national origin, ancestry, religion, disability and marital status. Other persons, such as neighbors, are prohibited from discriminatory harrasment of a tenant or homeowner. Concerned individuals, organizations, or the alleged victims can all file complaints with the Minneapolis Department of Civil Rights, (612) 673-3012.

(See cover page “Truth-In-Sale of Housing Program Information for Sellers” for more information on required repairs for buyers, acknowledgment of responsibility, and certificates needed to close.)