

ACKNOWLEDGEMENT OF RESPONSIBILITY



Construction Code Services
 Truth in Sale of Housing
 505 S Fourth Ave, Rm 320
 Minneapolis, MN 55415
 (612) 673-5840

truthinhousing@minneapolismn.gov

Property Address: _____ **Zip Code:** _____
Date of Sale (Purchase Agreement): _____ **Closing Date:** _____

A Truth in Sale of Housing Disclosure Report in the seller's name is required for this sale. The Minneapolis Truth in Sale of Housing Ordinance requires the buyer of the property to correct certain items as identified in a mandated housing evaluation, unless a Certificate of Approval (COA) has been issued to the seller of the property. This Acknowledgement of Responsibility form (AR) is required when a COA has not been issued. To verify that a valid Report and/or Certificate of Approval exist, go to www.minneapolismn.gov/propertyinfo.

Minneapolis Inspections Use Only

Date Received _____

It is the joint responsibility of the buyer, buyer's agent, and closer to see that this form is correctly and completely filled out, and filed with the City within ONE business day of signing. Failure to comply is a misdemeanor.

SELLER(S) NAME _____

ADDRESS (CURRENT) _____

PHONE H () _____ W () _____

SELLER'S AGENT _____
ADDRESS _____

PHONE () _____ **FAX** () _____

SELLER'S CLOSER _____
TITLE Co _____
ADDRESS _____
PHONE () _____ **FAX** () _____

BUYER(S) NAME _____
 (NAME OF REPRESENTATIVE OF COMPANY, LLC, ETC.)

ADDRESS (CURRENT) _____

PHONE H () _____ W () _____

Buyer moving into purchased property? YES NO
 (FOR FUTURE MAILINGS)
 Buyer has all checklists and handouts from Seller
 Please mail all handouts and checklists to Buyer
 Buyer will get all checklists and handouts from Web
 (www.minneapolismn.gov/propertyinfo)

BUYER'S AGENT _____
ADDRESS _____

PHONE () _____ **FAX** () _____
BUYER'S CLOSER _____
TITLE Co _____
ADDRESS _____
PHONE () _____ **FAX** () _____

BUYER CONDITIONS OF RESPONSIBILITY

- IMPORTANT INFORMATION FOR BUYERS:** Buyers may wish to have an escrow account set up at closing to help ensure that the necessary funds are available to cover the cost of repairs. Discuss this with your closer, agent or other professional. NOTE: The City does not assume any responsibility or liability if Buyer's funds are not sufficient to cover costs.
- Buyer agrees that the Buyer is responsible for correcting required Repair/Replace items as identified on the corresponding Truth-in-Sale-of-Housing Disclosure Report, which is incorporated in this agreement.
- If Seller agrees to make some of the repairs, Buyer agrees that this is a contractual agreement between Buyer and Seller and is not enforceable by the City of Minneapolis. It is therefore the Buyer's obligation to ensure that all required repairs are complete.
- Buyer agrees to complete all repairs within 90 days of closing. **Non-permit required repairs** are verified by an evaluator to ensure they have been corrected and meet the Truth in Sale of Housing guidelines. **Safety checks** must be completed by a Minneapolis licensed plumbing or mechanical contractor, or State licensed electrical contractor. **Permit required repairs** must be inspected by a City building, plumbing or mechanical inspector, or State electrical inspector. NOTE: Call the City inspector on the permit to schedule an inspection. You will need the permit number.
- In the event of Buyer's failure to comply with the conditions of this agreement, the City may exercise its rights under Ordinance Section 248.20 and 225 to enforce provisions of the ordinance by mandamus, injunction, or criminal misdemeanor charges.
- In order to resell the property, buyers must complete the repairs, have them inspected and approved, then get a new Truth in Housing Report.

I have read this Acknowledgement of Responsibility Agreement and will fully comply with the conditions set forth above.

Buyer(s) Signature: _____ **Date:** _____
Print Name(s): _____