



City of South St. Paul

125 Third Avenue North
South St. Paul, MN 55075
www.southstpaul.org

Affidavit of Family Member Exemption

A rental property in the City of South St. Paul, **may be exempt** from obtaining a Rental License from the City of South St. Paul and will be issued a Family Member Exemption if the following criteria are satisfied:

1. The occupant of the property is a member of the property owner's family, which is defined by the City Code of South St. Paul as persons legally related to each other in a linear relationship such as spouses, grandparents, parents, children, grandchildren, and siblings.
Note: Family does not include branching relationships such as aunts, uncles, or cousins.
2. **The property owner will annually or each time a new family member occupies the property, submit a notarized Affidavit of Family Member Exemption to the City of South St. Paul.** Family Affidavits can be notarized at City Hall at no cost. Failure to provide the Affidavit may result in a violation of the City Code and could result in an Administrative Citation being issued for operating a rental property without a license.

AFFIDAVIT

The facts contained in the affidavit are within my own knowledge and are true and correct.

I, _____, the owner of the property located at:

_____, South St. Paul, MN 55075 MAKE

AN OATH AND STATE THAT:

The following individual (name), _____ is the primary occupant residing at the property listed above **AND** has the following relationship with the property owner which exempts the property owner from a Rental Housing License in the City of South St. Paul:

Self/Spouse ____ Son/Daughter ____ Parent ____ Grandparent ____ Grandchild ____ Brother/Sister ____

Property Owner's Phone: _____ Email: _____

Date: _____

(Signature)

STATE OF MINNESOTA

COUNTY OF DAKOTA

SUBSCRIBED AND SWORN TO BEFORE ME, on the _____ day of _____, 20____

Signature _____ (SEAL)

NOTARY PUBLIC

My commission expires: _____

Return completed Affidavit to: City Clerk's Office, 125 3rd Ave. N, South St. Paul, MN 55075

Rvsd. 3/9/2026