



# Rental Vacancy Listing Form

If you are a landlord or property owner and have a vacancy that you would like to advertise in our vacancy listing packet, complete this form and return it to the CDA.

**Mail:** Dakota County CDA  
1228 Town Centre Drive  
Eagan MN 55123

**Phone:** 651-675-4400  
**Fax:** 651-675-4444  
**Email:** info@dakotacda.state.mn.us

The deadline to submit your vacancy listing is Friday at 4 p.m. Vacancy listings are published each week on Monday. This packet is available in the CDA's lobby and on our website at [www.dakotacda.org](http://www.dakotacda.org). Your listing will remain in the CDA's vacancy packet for one month unless you call to remove it. After one month, if you still need to advertise your vacancy, you will need to submit a new vacancy listing form.

**Date unit is available:** \_\_\_\_\_ **Rent Amount:** \$ \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Unit type:**

- Apartment
- Condominium
- Townhome
- Duplex, Fourplex
- Single-family home
- Other: \_\_\_\_\_

**Utilities paid by renter:**

- Heat/gas
- Heat/electric
- Gas/water heat
- Gas/electric
- Gas
- Electric Cooking (stove/oven)
- Heat/other: \_\_\_\_\_
- Gas/other: \_\_\_\_\_
- Electric
- Water/sewer
- Trash
- Other: \_\_\_\_\_

**Number of Bedrooms:**

- 0 BR/Efficiency
- 1 BR
- 2 BR
- 3 BR
- 4 BR
- 5 BR

**Number of Bathrooms:**

List number of bathrooms in the unit.

- \_\_\_\_\_ Full Bath  
*Toilet, sink, bathtub*
- \_\_\_\_\_ 3/4 Bath  
*Toilet, sink, shower stall*
- \_\_\_\_\_ 1/2 Bath  
*Toilet & sink*

**Garage:**

- Attached
- Detached
- 1 stall
- 2 stall
- No Garage
- Other: \_\_\_\_\_

**Contact:** \_\_\_\_\_ **Phone:** \_\_\_\_\_