

MnBIN/Social Security Number Request Form



CITY of CRYSTAL

4141 Douglas Drive North • Crystal, Minnesota 55422-1696

Tel: (763) 531-1000 • Fax: (763) 531-1188 • www.crystalmn.gov

To all applicants for new or renewed Rental Dwelling Licenses:

Effective January 1, 2012, licensing authorities that issue licenses for the conduct of a profession, occupation, trade or business, are required to collect at least one of the following from every applicant and to report annually to the Minnesota Department of Revenue (Minnesota Statutes 270C.72 Subd. 4):

- Minnesota business identification number (“MnBIN”); or
- Social Security Number (“SSN”).

Business tax identification numbers are public data. SSNs are classified as private data. You are legally required to provide the SSN if the license applicant is an individual or the MnBIN if the license applicant is a business. If you refuse to supply the requested data, you will not be issued a license and will not be authorized to rent the property. If you supply the data, it will be reported to the Minnesota Department of Revenue and may be used to collect taxes. SSNs may also be provided to City staff and contractors whose jobs require access to the information and to other persons if required by court order.

The city is required to collect this information and report it to the state. Please complete, detach and return the form below to the City of Crystal. Again, this is a state requirement, so if you have concerns about it, please contact the Minnesota Department of Revenue at (651) 282-5225.

Name of license applicant: _____
Address of license applicant: _____
Address of rental property: _____
Minnesota business identification number for applicant: _____
Social Security Number of applicant: _____

Print Name of Person Signing

Signature

Print Title (If Signing for Business)

Date