You can download your Rental License Certificate by following the instructions below:

- 1. Sign into your account via CitizenServe: <u>https://citizenserve.com/fridley</u>
- 2. Under the "Services" menu at the top right of your account page, select "Licenses"
- 3. On the lefthand side of the Licenses homepage select "View your licenses"
- 4. Select the newest Permit#
- 5. Click on the Documents Tab.
- 6. Click on "Rental License Certificate.htm"
- 7. This is your license certificate for your Rental Property License. Save it to your computer or print it off.