

Registration Form

****Please Print Clearly****

The training and landlord guide provided by your local police department is intended to foster healthy and safe neighborhoods through landlord involvement to reduce drug dealing and other illegal activity in the community. The manual and training should not be regarded as legal advice or considered a replacement for the landlord's responsibility to be familiar with the law. In that regard, I release the police department and its employees from all liability and responsibility from my participation in this training program.

Signature Date

Name (how you would like it to appear on your certificate)

Mailing Address

City, State, Zip

Email

Daytime Phone: _____

To help prepare our class, please let us know if you are an owner/manager/employee of :

- Multi-family Housing (City: _____)
 Single Family Housing (City: _____)
 Law Enforcement Department _____

Please check which class you are attending:

- Full 8-hour Training (\$25)
 Refresher (\$10)

* **The full 8-hour Phase I class is required for CFMH certification.** If attending the refresher, checking this box certifies that you have previously attended CFMH Phase I training.

Please complete a separate registration form for each person attending the training. Make copies as needed.

Checks should be made out to **"City of Maple Grove"**

Please detach and mail with check to:

Maple Grove Police Department
Crime Prevention – Colleen Norell
12800 Arbor Lakes Pkwy.
Maple Grove, MN 55311

How do I sign up?

- **Pre-registration is required.**
- The \$25 registration fee includes a manual, snacks, and a light dinner both evenings.
- The \$10 refresher fee includes a manual, snacks, and a light dinner for one evening.
- Complete the attached registration form and mail it, along with the registration fee, by April 16, 2010.
- *No refunds after April 16, 2010.*
- **Checks payable to "City of Maple Grove"**
- Mail the registration form and check to:
Maple Grove Police Department
Crime Prevention – Colleen Norell
12800 Arbor Lakes Pkwy.
Maple Grove, MN 55311
- If you require special accommodations (including dietary) for participating in the training, please call Officer Colleen Norell at 763-494-6134 prior to April 16th.
- 8 hrs of POST credits are available for law enforcement officers attending the full class.
- The entire 8 hours is required for CFMH Phase I certification. *Late arrivals may be denied entrance into class; no refunds.*

Need Lodging?

The **Best Western Kelly Inn** in Plymouth has a special rate for those attending our training. The rate is **\$79/night** and they are located 10 minutes from the Maple Grove Government Center. They have an indoor pool, fitness area, free high-speed internet, and the Green Mill restaurant. Contact (763) 553-1600. Ask for the CFMH training rate.



The Minnesota Crime Free Multi-Housing Program is sponsored by the: **Minnesota Crime Prevention Association**

Crime Free Multi-Housing Phase I Training



"Keeping Illegal Activity Out of Rental Property"

**Tuesday and Wednesday,
April 20 & 21, 2010
5:30 – 9:30 p.m.**

Both days required for CFMH Certification
(Refresher attends April 21 only)

Maple Grove Police Department
12800 Arbor Lakes Pkwy

\$25 – CFMH Phase I Certification
\$10 – Refresher only

Sponsored by:

*Maple Grove Police Department
Plymouth Police Department
New Hope Police Department*

8 hours of POST Credits available to law enforcement

What is CFMH?

The Crime Free Multi-Housing (CFMH) program is designed to reduce crime, drugs, illegal, and nuisance activity in rental communities. Developed in 1992, CFMH can be found throughout the U.S. and Canada. **CFMH is pro-manager, pro-resident, and anti-crime.** CFMH is a three-phase program:

PHASE I: Management/Owner Training

PHASE II: Crime Prevention Through Environmental Design (CPTED) survey

PHASE III: Resident Crime Watch Training

Once all three phases are completed, the property is fully certified. This allows use of the CFMH sign and use of the CFMH logo in advertising. Certification must be renewed annually.

Who Should Attend?

CFMH is a must for anyone who is involved in rental housing, including: single family rental property owners, apartment managers, and all employees who are responsible for screening and approving new residents *or* who deal with resident retention or termination.

In addition, maintenance employees are also encouraged to attend, for a better understanding of their role in reporting suspicious activity and crime prevention.

Property owners and area managers also find the training valuable in understanding the CFMH programs and supporting changes needed for full CFMH certification.

Reminder: Plymouth managers or owners of 2 or more rental units are required to have CFMH Phase I certification and must attend one refresher every 3 years.



What is the Refresher?

The refresher is for participants who currently have CFMH Phase I certification. The refresher covers topics that are essential in keeping your residents safe.

What will I learn?

To fulfill the Phase I training requirement, ***you must attend the entire 8 hours of training.***

Some topics covered during the class are:

- Applicant Screening & Tips
- CPTED
- Holding Tenant Meetings
- Leases, Evictions, & Legal Issues (R)
- Working with the Police (R)
- Recognizing Illegal Activity (R)

(R) = Refresher topics

Why should I attend?

Benefits for Rental Managers:

- A stable, more satisfied resident base
- Increased demand for rental units
- A reputation for active management
- Lower maintenance and repair costs
- Increased property values
- Improved personal safety for tenants, landlords, and managers

Benefits for Law Enforcement:

- Proven drop in calls for service
- Statewide collaboration between cities and law enforcement agencies
- Improved quality of life for the whole community by teaching rental property owners, managers, and residents how to work with police and keep illegal activity out of rental property

Where is the training?

The training will be held on April 20 & 21, 2010 at the **Maple Grove Gov. Center**, 12800 Arbor Lakes Parkway, Maple Grove, MN 55311.

From I-94/694:

1. Take the Co-61/ Hemlock Lane exit
2. Go north on Hemlock Lane
3. At Arbor Lakes Parkway turn left.
4. Turn right into the City Hall/Public Safety Building parking lot.
5. Parking is FREE!

Enter the building through any of the doors and follow the signs to the lower level E.O.C.



Plymouth Police Department

3400 Plymouth Blvd
Plymouth, MN 55447

Officer Angela Haseman
763-509-5147

ahaseman@ci.plymouth.mn.us

Maple Grove Police Department

12800 Arbor Lakes Pkwy.
Maple Grove, MN 55311

CPO Colleen Norell
763-494-6134

cnorell@ci.maple-grove.mn.us



New Hope Police Department

4401 Xylon Ave N.
New Hope, MN 55428

Officer Nichole Korth
763-531-5140

nkorth@ci.new-hope.mn.us