

# 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(es) you are attending:

- Full Day (\$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 Plymouth**"

Please detach and mail with check to:

Plymouth Police Department  
Officer Angela Haseman  
3400 Plymouth Blvd.  
Plymouth, MN 55447

## How do I sign up?

- **Pre-registration is required.**
- The \$25 registration fee includes a manual, continental breakfast, snacks, and lunch.
- The \$10 refresher fee includes a manual and snacks.
- Complete the attached registration form and mail it, along with the registration fee, by June 18, 2010.
- *No refunds after June 18, 2010.*
- **Make checks payable to "City of Plymouth"**
- Mail the registration form and check to:  
Plymouth Police Department  
Officer Angela Haseman  
3400 Plymouth Blvd.  
Plymouth, MN 55447
- If you require special accommodations (including dietary) for participating in the training, please call Officer Angela Haseman at 763-509-5147 prior to June 18<sup>th</sup>.
- 8 hrs of POST credits are available for law enforcement officers attending the full day.
- The entire 8 hours is required for CFMH Phase I certification. *Late arrivals may be denied entrance into class; no refunds.*

### Need Lodging in Plymouth?

The **Best Western Kelly Inn** has a special rate for those attending our training. The rate is **\$79/night**. They are located 5 minutes from the Plymouth Police Department and 10 minutes from the New Hope and Maple Grove Police Departments. 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"

## Saturday, June 26, 2010

**8:00am – 4:30 p.m. (CFMH Certification)**  
**12:30-4:30 p.m. (Refresher)**

**Plymouth Police Department**  
3400 Plymouth Boulevard

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

Sponsored by:

*Plymouth Police Department  
Maple Grove 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 day 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 June 26, 2010 at the **Plymouth Police Department, 3400 Plymouth Blvd, Plymouth, MN 55447.**

### Directions from I-494:

1. Take the Highway 55 exit.
2. Go west on Highway 55.
3. Go to Plymouth Blvd. and turn right.
4. Go to the second 4-way stop sign. Turn right into the City Hall lot.
5. Parking is FREE!
6. Enter through the Public Safety door.

The Training Room is located on the second floor of the Plymouth Police Department. Meeting Room B.



### Plymouth Police Department

3400 Plymouth Blvd  
Plymouth, MN 55447

Officer Angela Haseman  
763-509-5147

[ahaseman@ci.plymouth.mn.us](mailto: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](mailto: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](mailto:nkorth@ci.new-hope.mn.us)

