

## 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: \_\_\_\_\_)

Please check which class you are attending:

- ☐ Full Day (\$30)  
☐ Refresher\* (\$20) **\* 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 the 8-hour CFMH Phase I training.**

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

Checks made out to: "City of New Hope"

Please detach and mail with check to:  
Officer Nichole Korth  
New Hope Police Department  
4401 Xylon Avenue N.  
New Hope, MN 55428

Training date: 09-20-12

## How do I sign up?

- Pre-registration is required, so register early.
- The \$30 registration fee includes a manual, continental breakfast, snacks, and lunch.
- The \$20 refresher fee includes a manual and snacks.
- Complete the attached registration form and mail it, along with the registration fee, by September 5, 2014
- **No refunds after September 5, 2014.**
- Make checks payable to:  
"City of New Hope"
- Mail the registration form and check to:  
Officer Nichole Korth  
New Hope Police Department  
4401 Xylon Avenue North  
New Hope, MN 55428
- If you require special accommodations (including dietary) for participating in the training, please call Officer Nichole Korth at 763-531-5140.
- Eight hours of P.O.S.T credits are available for law enforcement officers attending the full day training.
- **The entire 8 hours is required for CFMH Phase I certification.**  
**\*Late arrivals may be denied entrance into class; no refunds will be provided. If you leave before the end you will not receive your certificate\***



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"

**Thursday, September 18, 2014**

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

**12:00-4:30 p.m. (Refresher)**

**West Metro Fire-Rescue District**

**4251 Xylon Avenue North**

**New Hope, MN 55428**

**\$30 – CFMH Phase I Certification**

**\$20 – Refresher**

**Sponsored by:**

*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 prior to rental license renewal.*

## What is the Refresher?

The refresher is for participants who currently have CFMH Phase I certification. The refresher covers topics that change over time and are necessary to help keep 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
- Rental Agreements & 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 September 18, 2014 at the **West Metro Fire-Rescue District**, 4251 Xylon Avenue N, New Hope, MN 55448.

### Directions from Highway 169:

1. Take the Rockford Road/Co Rd. 9 Exit.
2. Go East on Rockford Road.
3. Go North (Left) on Xylon Avenue.
4. Park in the City Hall lot (other side of the pool), or in the vacant parking lot and walk across Xylon Avenue to the fire station.

The Training Room is located on the first floor on the right as you enter the building.



### Plymouth Police Department

3400 Plymouth Blvd  
Plymouth, MN 55447

Community Relations Officer Jim Long  
763-509-5135

[jlong@plymouthmn.gov](mailto:jlong@plymouthmn.gov)



### 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)