Building Department

Escrow Agreement

(Title Company or Lending Institution Held)

Escrow agreement between ______________________ (title company or lending institution) and ______________________ (seller or buyer) of ________________________,
to be held for the following uncompleted work located at ____________________________,
St. Paul Park, Minnesota, building permit number ___________ because the exterior work
could not be completed due to inclement weather, as determined by City Staff.

☐ $2,000 – Driveway
☐ $2,000 – Landscaping
☐ $2,000 – Exterior Concrete
☐ $2,000 – Stucco (final coat only)
☐ $2,000 – Garage Floor
☐ _______ - other work (specify)

The buyer or seller of the property referenced agrees that they are responsible for the completion
of the above listed work and those money amounts listed will be held in escrow to satisfy the
requirements of the City of St. Paul Park for said work. These funds will not be released and a
final certificate of occupancy will not be issued until it is verified by the City that the work
referred to has been satisfactorily completed. Signature by a city agent below shall constitute
said verification. The City reserves the right to use these funds to complete the work described
herein, if unfinished within six months (weather permitting) after entering into this agreement. If
the City completes the items listed above, and costs are in excess of the funds held, they will be
assessed to the party responsible for said work.

I, ____________________________, of ____________________________, understand
the information given above and agree to the conditions contain within.
________________________________________, Date ______________________

Signature of party responsible for work listed

________________________________________ (title company or lending institution) will
release this escrow account only upon receiving verification from the City of St. Paul Park that
the work described herein has been satisfactorily completed.
________________________________________, Date ______________________

Signature of title company or lending institution

I have inspected the above referenced structure and have verified that the work listed in this
agreement has been satisfactorily completed.
________________________________________, Date ______________________

City of St. Paul Park

November 2014