



**City of St. Paul Park**

600 Portland Avenue  
St. Paul Park MN 55071  
(651) 459-9785

**BUILDING DEPARTMENT  
ESCROW AGREEMENT  
(City Held)**

Escrow agreement between the City of St. Paul Park and \_\_\_\_\_ (seller or buyer) of \_\_\_\_\_, mailing address \_\_\_\_\_, for the following uncompleted work 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.

- |  |   |
|--|---|
| <input type="checkbox"/> \$2,000 – Driveway          | <input type="checkbox"/> \$2,000 – Landscaping              |
| <input type="checkbox"/> \$2,000 – Exterior Concrete | <input type="checkbox"/> \$2,000 – Stucco (final coat only) |
| <input type="checkbox"/> \$2,000 – Garage Floor      | <input type="checkbox"/> _____ - other work (specify)       |

A temporary certificate of occupancy shall be issued only after the City received the funds listed in this agreement. The money held by the City of St. Paul Park shall be released to the party stated in this agreement upon verification by the City that the work referenced has been satisfactorily completed (within 30 days of verification of the work being completed). A final certificate of occupancy shall be issued only after all of the work referenced is completed. 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. Escrow deposits include a \$50.00 non-refundable administrative fee.

I, \_\_\_\_\_ of \_\_\_\_\_, understand the information given above and agree to the conditions contain within.

\_\_\_\_\_, Date \_\_\_\_\_  
*Signature of party responsible for work listed*

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*

**OFFICE ONLY**

Amount Dispersed: \_\_\_\_\_  
Check #: \_\_\_\_\_  
Date Mailed: \_\_\_\_\_