



**COMMUNITY DEVELOPMENT
BUILDING/INSPECTION DIVISION**
4550 Walnut Lake Road
West Bloomfield, MI 48325
(248) 451-4842 Phone
(248) 451-4871 Facsimile
(248) 451-4858 24 hour Inspection Line
www.wbtwp.com

**RESIDENTIAL RENTAL DWELLING UNIT
REGISTRATION, MAINTENANCE AND
INSPECTION APPLICATION**
APPLICATION MUST BE FILLED OUT COMPLETELY

I. PROPERTY INFORMATION		REGISTRATION FEE _____
ADDRESS _____		CASH RECEIPT # _____
COMPLEX NAME _____	SIDWELL # _____	NUMBER OF BUILDINGS _____

II. OWNER INFORMATION			
OWNER	EMAIL ADDRESS _____	FAX NO. _____	
NAME _____		TELEPHONE NO. _____	
ADDRESS _____	CITY _____	STATE _____	ZIP CODE _____
DRIVER LICENSE NUMBER _____		DATE OF BIRTH _____	

Note: List additional owner's information on separate sheet and attach.

III. OWNER AGENT/ PROPERTY MANAGER INFORMATION		<input type="checkbox"/> SAME AS OWNER	
OWNER AGENT/ MANAGER	EMAIL ADDRESS _____	FAX NO. _____	
NAME _____		TELEPHONE NO. _____	
ADDRESS _____	CITY _____	STATE _____	ZIP CODE _____
DRIVER LICENSE NUMBER _____		DATE OF BIRTH _____	

Note: Owner Agent/ Property Manager must be a Michigan resident and live within fifty (50) miles of West Bloomfield Township

IV. TYPE OF UNITS	
SINGLE FAMILY ONLY:	MULTI-UNIT ONLY:
Number of single family rental houses: _____	Number of multi-unit buildings: _____
Number of accessory structures: _____	Number of units: _____
	Number of accessory structures: _____

A registration fee must accompany this application. Upon inspection and approval by the Community Development Department, a certificate will be issued. It is a violation of the Ordinance not to notify this Department of a change in ownership.

V. SIGNATURE OF OWNER AND OWNER AGENT/ PROPERTY MANAGER FORM REQUIRED BELOW
I, the undersigned, agree to obtain and pay for the Township's safety and maintenance inspection of the above-referenced property and to obtain inspections to ensure the building is safe and well maintained.
I, hereby acknowledge that no certificate will be issued by the Township until all code requirements are met.

Date

Signature of Owner

Date

Signature of Property Owner/Property Manager

I wish to receive inspection reports and other correspondence via email

Email address: _____



RESIDENTIAL RENTAL DWELLING UNIT REGISTRATION, MAINTENANCE AND INSPECTION APPLICATION

Application Fee (Required for all new rentals and renewals)
Number of multi-unit buildings/single-family _____ x \$50/bldg. = \$ _____

Single Family
Number of single family rental houses _____ x \$140 = \$ _____

Accessory Structure
Number of accessory structures _____ x \$75 = \$ _____

Multi-unit Residential Building
Number of buildings _____ x \$75 = \$ _____

Accessory Structure
Number of accessory structures _____ x \$75 = \$ _____

This must be done for each building for a grand total

*Penalty for payment after renewal date \$ _____

Add totals column down for grand total. GRAND TOTAL \$ _____

Note: Re-inspection fees \$75 per building/structures (for lockouts, re-inspections and all subsequent inspections as may be required to bring into compliance).

*Late fees are assessed if the application and fee are not received before the current expiration date; if the renewal is not completed within fifteen days after the renewal date; or if a new application is not completed within thirty days of the application date.

Please make check payable to: West Bloomfield Township

Mail completed application and check to: West Bloomfield Township
Community Development
4550 Walnut Lake Road
West Bloomfield, MI 48325