



**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.wbtownship.org

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

I. PROPERTY INFORMATION				REGISTRATION FEE _____ (SEE FEE CHART ON BACK) NUMBER OF BUILDINGS _____
ADDRESS _____				
COMPLEX NAME _____		SIDWELL # _____		
II. OWNER INFORMATION				
OWNER		EMAIL ADDRESS _____		
NAME _____		FAX NO. _____		
ADDRESS _____		TELEPHONE NO. _____		
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 _____		
NAME _____		FAX NO. _____		
ADDRESS _____		TELEPHONE NO. _____		
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: (SEE FEE CHART ON BACK)		MULTI-UNIT ONLY: (SEE FEE CHART ON BACK)		
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 48323