

RESIDENTIAL RENTAL REGISTRATION FORM

Registration form must accompany payment

Please send fee and form to:
Gerrish Township Building and Zoning Department
2997 E Higgins Lake Drive
Roscommon, MI 48653
989-821-9313

Date: _____

SECTION 1 – RENTAL PROPERTY INFORMATION

Rental Property Address: _____

Number of rental units: _____ Number of rental dwellings: _____

Do you reside in one of the units: ___ Yes ___ No

SECTION 2 – OWNER INFORMATION

Owner's Name: _____

Contact Person (if owner is a company): _____

Owner's Address: _____

City/State/Zip Code: _____

Home/Cell Phone: _____ Business Phone: _____

Email address: _____ Owner's Birth Date: _____

Would like rental correspondence mailed to: _____ Owner _____ Agent

SECTION 3 – PROPERTY MANAGER OR LOCAL AGENT (If applicable per Ordinance)

Company Name: _____

Contact Person: _____

Manager / Agent Address: _____

Home/Cell Phone: _____ Business Phone: _____

Fax Number: _____ Email Address: _____

SECTION 4 - FEES

There is a one-time \$30.00 fee for rental unit(s) owned per Landlord.

Date Paid: _____ Check #/Cash: _____ Amount: _____

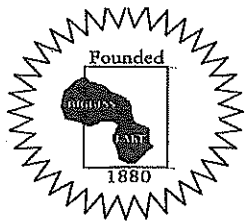
SECTION 5 – CERTIFICATION

By signing below, I hereby affirm that the above information is true and correct and I approve the Authorized Township Official (ATO) to enter the property for an inspection.

Signature of Owner / Agent

Date

*If you no longer own this property or it is no longer a rental unit, please note the change in the space directly below, sign and date in the above spaces, then mail the form back and we will update our records. Thank you.



GERRISH TOWNSHIP
 2997 E. Higgins Lake Drive
 Roscommon, MI 48653

RENTAL REGISTRATION & INSPECTION FEES

Registration	Fees
January 1 st to December 31 st	\$30.00 per Full Time Long Term Rental Unit(s) Owned per Landlord
Inspection	Fees
Full Time Long Term Rental Unit	\$100.00
Multi-Family Dwelling Rental Unit	\$200.00
Missed Inspection Fee for a Scheduled Inspection by Property Owner or Local Agent	\$50.00
Inspection requested by a Tenant Fee (request must be made in writing)	\$50.00
Other	Fees
Construction Board of Appeals	\$375.00
Copy of the International Property Maintenance Code	Applicable FOIA Fees (Freedom of Information Act)

Fees approved by Gerrish Township Board on _____