City of Melvindale
Department of Building and Safety
3100 Oakwood Boulevard
Melvindale, Michigan 48122
Telephone: 313-429-1060

RESIDENTIAL RENTAL INSPECTOR: ANDY BOVAIR (313) 338-5135

RENTAL PROPERTY REGISTRATION

Property Address: _____ Date _____

Number of Rental Units in Each Building _____

REGISTRATION FEE – SINGLE FAMILY $35.00

REGISTRATION FEE – TWO-FAMILY $37.00

Legal Owner	**Responsible Local Agent**
Name _____	Name _____
Address _____	Address _____
City/State/Zip _____	City/State/Zip _____
Business Phone _____	Business Phone _____
Home Phone _____	Home Phone _____
Cell Phone _____	Cell Phone _____
24 Hour Contact # _____	24 Hour Contact # _____
Drivers Lic. # _____	Drivers Lic. # _____
Date of Birth _____	Date of Birth _____

I fully understand the registration requirements, and implications required by Code of Ordinance, Sections 5-301 thru 5-318, pertaining to owning and renting of dwelling units and further agree that all notices, correspondence, violations and citations, as well as any other legal documents, may be served either to the owner or responsible local agent; and further agree to notify the Building Department upon the sale or transfer of the property, or change of responsible local agent; and further to comply with all ordinances and inspection requirements of the City of Melvindale, and to pay all associated fees and obtain a Certificate of Compliance as required.

Legal Owner: _____
Signature

Responsible Local Agent _____
Signature