

For Village Staff to Complete
Certificate Number: _____
Certificate Date: _____

**RENTAL DWELLING REGISTRATION APPLICATION
VILLAGE OF MACKINAW CITY
102 S. HURON, MACKINAW CITY, MI 49701
231-436-5351**

A diagram or sketch of the floor plan of the rental dwelling unit identifying the square footage of all habitable areas must be attached to and submitted with this application.

Owner Information:

Name: _____
Resident Address: _____
Business Address: _____
Phones (office/home and cell): _____
Email: _____

Local Agent Information:

Name: _____
Address: _____
Phones (office/home and cell): _____
Email: _____

Rental Dwelling Information:

Address: _____, Mackinaw City, Michigan

Type of Rental Dwelling Unit: Short Term (under 30 days) Long Term (over 30 days)
 Employee Housing

Number of Rental Dwelling Units: _____

Number of Off-Street Parking Areas: _____

The Assessed State and Village Taxes that are due as of the date of this application are paid in full:

YES NO

Dates Rental Dwelling proposed to be occupied: _____

I, the undersigned, hereby certify that the above information is accurate and that I have read and understand the requirements of the Village "Rental Dwelling Registration and Inspection Ordinance" and the Village "Housing Code" and that I will permit and arrange for inspections as required by both ordinances:

Signature of Owner

Date

Printed Name of Owner

PERMIT NUMBER: _____ DATE: _____
OWNER NAME: _____ CONTACT PHONE: _____
ADDRESS OF RENTAL PROPERTY: _____, Mackinaw City, Michigan
LOCAL AGENT: _____ CONTACT PHONE: _____
SPECIAL CONDITIONS: _____

The Floor Plan of the Dwelling Unit Must Include: A diagram or sketch of the floor plan of EACH rental dwelling unit, sufficiently detailed to identify the square footage of ALL habitable areas. It must also include the location of Smoke Alarms, Fire Extinguishers and Parking Areas.



INSPECTION COMPLETED BY: _____