

**CITY OF SOUTHFIELD**  
**Department of Building & Safety Engineering**  
**26000 Evergreen Road • Southfield, MI 48076**  
**Telephone Number: (248) 796-4177**  
**Fax Number: (248) 796-4105**

**Application for Registration of Rental or Leased Dwelling**

Please complete this application and return it to the attention of the Rental Registration Coordinator with your check made payable to the City of Southfield. The fee for a three year registration and inspection of a rental or leased dwelling is \$300, plus a \$40 application fee.

**Date:** \_\_\_\_\_

**Rental Property Address:**

\_\_\_\_\_  
**Street Address          Zip**

**Owner: (Please print)**

\_\_\_\_\_  
**First Name          Last Name**

\_\_\_\_\_  
**Email Address**

As owner of record of the above referenced property, I hereby make application for registration of a rental or leased dwelling for said property pursuant to Ordinance #1656 (Section 8.501 – 8.514 of the Southfield City Code) and I hereby authorize a designated employee or agent of the City to inspect said dwelling in accordance with said Ordinance.

**Owner:**

**Tenant:**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**City          State          Zip**

\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_  
**Home Phone          Work Phone**

\_\_\_\_\_  
**Date of Birth**

\_\_\_\_\_  
**Driver's License**

\_\_\_\_\_  
**Owner's Signature**

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| <p><b>Please return to:</b><br/>Attn: Rental Registration Coordinator<br/>City of Southfield Department of<br/>Building &amp; Safety Engineering<br/>P. O. Box 2055<br/>Southfield, MI 48076</p> |
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