



# City of Pontiac – Vacant Property Registration Application

Department of Building Safety  
47450 Woodward Ave.  
Pontiac, Michigan 48342  
T-248.758.2800  
F-248.758.2827

The Department of Building Safety will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap, or political beliefs

I. VACANT PROPERTY INFORMATION			
Address or parcel ID:	State Michigan	County Oakland	Office Use only: Parcel ID #:

II. VACANT PROPERTY REGISTRATION FEE SCHEDULE
<ul style="list-style-type: none"> <li>• Registration Fee - \$500.00 per year (Includes Vacant Property Registration Certificate)</li> <li>• Special Inspection if Complaint Received by City - \$100.00 each</li> <li>• Replacement of Vacant Property Registration Certificate - \$10.00</li> <li>• Re-occupancy Inspection (Property Maintenance) - \$200.00</li> </ul>

Please completely fill out the Responsible Party Information below. Incomplete applications will not be processed.  
**\*Corporations and Lending Institutions** must supply direct contact information for the Asset Manager of the property (do not include the foreclosed owner's name).

III. VACANT PROPERTY – RESPONSIBLE PARTY INFORMATION	
Owner Information	Property Management Information (if different)
Last Name (Business Name)      First Name	Last Name (Business Name)      First Name
Birth Date	Birth Date
State ID Number	State ID Number
Mailing Address	Mailing Address
City/State/Zip	City/State/Zip
Telephone	Telephone
Fax	Fax
Email	Email

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date