

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

<p>Please return to: Attn: Rental Registration Coordinator City of Southfield Department of Building & Safety Engineering P. O. Box 2055 Southfield, MI 48076</p>
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City of Southfield
Department of Building & Safety Engineering
26000 Evergreen
Southfield, MI 48076
(248) 796-4100 FAX (248) 796-4105

Rental - (248) 796-4177

Vacant - (248) 796-4807

lboulware@CityofSouthfield.com

dpargoff@cityofsouthfield.com

FURNACE / BOILER CERTIFICATION

Job Address

Owner Name Phone

Mechanical Contractor

Address City

Licensee Name License#

Category: 1 2 3 4 5 6 7 8 9 10 A B C D E F

Phone Registered with City Yes No

Contractor must be licensed and registered with the City

CERTIFICATION RESULTS

Make / Brand Model Serial#

CO Results P.P.M. Pass Fail

Heat Exchanger Condition

Limit Control Condition

Venting Condition

Chimney Condition Size Type

Filter

Expansion Tank Gas Shut Off

Pressure Relief Size / Condition

Backflow Preventer

Additional Comments

Signature Date