

**APPLICATION FOR RENTAL CERTIFICATION  
CITY OF MIDLAND – BUILDING DEPARTMENT  
333 W. ELLSWORTH ST., MIDLAND, MI 48640**

Please submit the following information, pay the appropriate certification fees and schedule a property inspection before the property is occupied, or by the date indicated by the Building Department Housing Inspector.

RENTAL ADDRESS \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_ NUMBER OF UNITS \_\_\_\_\_

PHONE \_\_\_\_\_ ALT. PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PROPERTY MANAGER, IF DIFFERENT THAN OWNER \_\_\_\_\_

PHONE \_\_\_\_\_ ALT. PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PERTINENT INFORMATION REGARDING THE RENTAL: \_\_\_\_\_

SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

New rental certification fees must be received before an inspection can take place. The Housing Inspector must be accompanied by the owner/agent or property manager. If occupied, the occupant must be notified prior to the scheduled inspection. Rental inspectors must have access to all rooms and areas of the residence. General categories of inspection are:

Smoke detectors	Furnace/Water heater	Electrical systems	Room layout/Egress
General safety	Plumbing systems	Doors/Windows	General structural
Sanitation	Exterior property areas	Building exterior	

**Inspectors do not inspect for mold, airborne contaminants or other possible contaminants.**

**FEE SCHEDULE**

Each rental unit	\$20
1 <sup>st</sup> month late fee	\$20 additional per unit
2 <sup>nd</sup> month late fee	\$20 additional per unit
1 <sup>st</sup> reinspection	Free
2 <sup>nd</sup> reinspection	\$20