

Village of Holly
Karl Richter Center • 300 East Street • Holly MI 48442

Rental Registration Form

Completion of this form is required by the Village of Holly Ordinance Chapter 5-02. The ordinance states that all rental units in the Village of Holly will be registered and that a code compliance inspection will be done on each rental unit by the Building Official. The fee for said inspection will be \$50.00 per unit .

Building Information:

Address: _____ Parcel #: _____

Number of Bedrooms: _____ Number of Bathrooms: _____

Total square footage of building: _____ Zoned: _____

Every bedroom occupied by one person shall contain at least 70 sq. ft. of floor area, and every bedroom occupied by more than one person shall contain at least 50 sq. ft. of floor area for each occupant thereof. Minimum areas in square feet: Living Room: 1-2 occupants-no requirements; 3-5 occupants 120 sq. ft.; 6-more occupants-150 sq. ft.; Dining Room: 1-2 occupants-no requirements; 3-5 occupants 80 sq. ft.; 6-more occupants-100sq. ft.

Water Heater: Gas Electric Heat: Gas Electric

Type of Building: Single Family Two Family More than Two Family

Combined with, or above commercial bldg.

Combined with or above owner occupied home Separate Unit(s)

Number of Units in Building: _____

Owner Information:

Name: _____ Phone: _____

Address: _____
Number Street City State Zip

Occupant/Tenant Information:

Name: _____ Phone: _____

Name: _____ Phone: _____

PLEASE TURN OVER TO COMPLETE

******For Office Use Only******

Date Registered: _____ Amount Paid: _____

Local Manager Contact:

Name: _____

Address: _____
 Number Street City State Zip

Cellular Phone: _____

I hereby certify that all information herein is a true and complete statement of facts required:

Owner's Signature

**A separate form is required for Each Separate Building.
An annual registration fee of \$15.00 per Unit must be submitted with this form.**

All existing rental properties within the Village limits (including churches and county, state and federal buildings) must be registered. Newly established rental properties shall be registered within 60 days thereof. Owners of more than one parcel subject to registration requirements must register each parcel separately.

**Registration fee: \$15.00 per unit
Inspection Fee: \$50.00
Re-Inspection fee: \$30.00 (If necessary)**