



**RESIDENTIAL**

**CERTIFICATE OF RE-OCCUPANCY APPLICATION**

Building Department, City of Inkster  
26215 Trowbridge, Inkster, Michigan 48141  
building@cityofinkster.com  
Inspection Line: 313-563-7716

Application No. \_\_\_\_\_

This application is subject to City of Inkster Code of Ordinances, Chapter 150

**Application fee for Certificate of Re-Occupancy is \$200.00**

Fill out applicable areas; incomplete applications will not be processed.

Note: Additional permits may be required to complete the certification process.

A furnace certificate and roof affidavit need to be submitted prior issuance of certificate.

Date of Application: \_\_\_\_\_

Property to be inspected: \_\_\_\_\_

**Check One (I am the):**

\_\_\_\_\_ Owner    \_\_\_\_\_ Buyer (Executed Purchase Agreement Required)    \_\_\_\_\_ Seller's Agent

\_\_\_\_\_ Property Manager of Owner (Submit Copy of Property Management Agreement)

**Check One (I am going to use the property as):**

\_\_\_\_\_ Owner/Occupant    \_\_\_\_\_ Rental/Group Home (submit rental registration)    \_\_\_\_\_ Selling in "AS-IS" condition

Applicant Name \_\_\_\_\_

Owner's Name (If Different from Applicant) \_\_\_\_\_

Owner's Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Owner's Driver's License # \_\_\_\_\_ D.O.B. \_\_\_\_\_

Email Address of Owner \_\_\_\_\_

Email Address of Applicant \_\_\_\_\_

Telephone # \_\_\_\_\_

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

**Cancellations must be done a minimum of one day prior to the date of inspection.**

**Cancellations the day of inspection are considered lock-outs.**

**There is a \$40.00 fee for locked-out inspections.**

If inspector access is via a Lock Box (Vacant with no personal possessions)

Supply LB Code/Location \_\_\_\_\_

Security Alarm at Residence (Vacant with no personal possessions)    Alarm Code/Location \_\_\_\_\_

**FOR OFFICE USE:**

Date of Inspection: \_\_\_\_\_

Time Frame of Inspection: AM or PM or LB

**No building can be re-occupied without a Certificate of Re-Occupancy**