



Byron H. Nolen, Mayor
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313.563.4232

June 21, 2017

Dear Inkster Business Owner

It is with great pleasure that I serve as the Mayor of the City of Inkster. The members of City Council, staff, volunteers and myself are all working diligently toward making our City a better place to live, work and do business. As we work toward that goal, we need the support of our business community as well.

As you know, Business licenses must be renewed each year in the City Clerk's Office. The renewal process includes a fire inspection. Renewal letters are issued by October 31st of each year and Business Licenses expire on December 31st.

Effective **July 1, 2017**, the City of Inkster will implement an **Annual Inspection Program** as part of the Business Licensing process. This inspection will result in the issuance of a Certificate of Compliance (C of C). Annual Inspections of commercial property are required by the 2015 International Property Maintenance Code and by City Ordinance. Additionally, this inspection is important in order to ensure that public health and safety standards are maintained.

A current C of C must be on file for your business in order to renew your Business License. Businesses failing to renew their Business License are subject to an ordinance citation requiring the business to appear in Court for operating without a City of Inkster Business License.

The cost of the Annual Inspection is \$190.00 per property address. The Building Department will inspect for compliance with all codes and ordinances during the inspection. Any noted violations must be corrected prior to the issuance of a C of C. The C of C is renewed annually. After the C of C is issued, you may go to the City Clerk's Office to renew your Business License prior to the December 31st deadline date. It is best not to wait for the Business License deadline to schedule your Annual Inspection as it may take some time to address any violations that may be noted.

If you have any questions regarding the Annual Inspection or you need to determine when the last inspection was performed, contact the Building Department at 313.563.7716. They will be more than happy to assist you. Information regarding Business Licenses may be obtained by contacting the City Clerk's Office at 313.563.9770. We look forward to serving you.

Thank you for investing in the City of Inkster.

Sincerely,

Byron H. Nolen
Mayor