



Village of Decatur
114 N. Phelps St. Decatur, Michigan 49045
269.423.6114 • www.decaturmi.org

Office Use Only: Fee: \$25 Yearly, Per Unit _____ Date Received: _____ Received By: _____
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ANNUAL RENTAL PROPERTY REGISTRATION

Rental Address: _____ Account #: _____

Property Tax ID #: _____ Number of Units: _____

Owner: _____ Phone: _____

Address: _____

Email Address: _____

Property Manager/
Agent: _____ Phone: _____

Address: _____

Email Address: _____

Present Occupant: _____ Phone: _____

Email Address: _____

Completion of this form is required by Village of Decatur Ordinance 2023-002. The Ordinance states that all rental properties in the Village of Decatur will be registered yearly, and that a code inspection will be done on each unit every two years by the Building Code Official- SafeBuilt.

All rental properties within the Village limits (including churches, county, state and federal buildings) must be registered annually by July 1. Late fees will be applied to all properties found to be in noncompliance after July 1. Newly established rental properties shall be registered within 30 days thereof. Owners of more than one parcel subject to registration requirements must register each parcel separately.

If the status of property ownership changes, or occupancy changes, please contact the Village of Decatur within 30 days.

Signature

Date

PLEASE COMPLETE THIS FORM AND RETURN WITH YOUR PAYMENT
TO VILLAGE HALL AT 114 N. PHELPS ST. DECATUR, MI 49045