



FINANCE DEPARTMENT
333 West Michigan Avenue • Three Rivers, Michigan 49093
269.273.1075 • www.threeriversmi.org
Fax: 269.273.3132

**ANNUAL RENTAL REGISTRATION
CODE ENFORCEMENT OFFICE**

Rental Address: _____ Number of Units: _____

Owner: _____ Telephone: _____

Address: _____

Email Address: _____

Property
Manager: _____ Telephone: _____

Address: _____

Email Address: _____

In compliance with the registration requirement of Three Rivers City Code, Chapter 13, Rental Housing Regulations, as amended, of the City of Three Rivers, I hereby authorize the Housing Inspector of the City of Three Rivers to inspect the premises for compliance. City Code, Chapter 13, Section 13-13 is now in effect and penalties for failure to register rental property on time no later than August 1 of each year are as follows in the excerpt from City Code, Chapter 13:

In the event such owner, agent or lessee shall fail to file the report required in this Section on or before August 1 of each year, he shall pay in addition to the filing fee a late filing fee according to the schedule of fees applicable to chapter 13 of the City Code.

13-24.10 Penalties and Enforcement. Any person who shall violate any provision of this Chapter shall, upon conviction thereof in any court of competent jurisdiction, be subject to a fine of not-to-exceed \$500 or to imprisonment in the St. Joseph County Jail for a period of not-to-exceed 90 days, or both, such fine and imprisonment at the discretion of the court. Each week that a violation is permitted to exist shall constitute a separate offense.

Signature

Date

Yearly Registration Fee: \$25.00 per unit

PLEASE COMPLETE THIS FORM AND RETURN WITH YOUR PAYMENT