

**WELCOME TO THE CITY OF
GROSSE POINTE FARMS**



**RESIDENT
HANDBOOK**

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CITY DIRECTORY

City of Grosse Pointe Farms
90 Kerby Road
Grosse Pointe Farms, MI 48236
Website: www.grossepointefarms.org

City Council Administration:	313-885-6600
Elections and registrations, council meetings, ordinances, birth and death certificates, taxes and tax rates, assessments, collections and water bills, accounts and finance, recycling and refuse disposal.	
Public Services:	313-885-4285
Building permits, engineering, inspections, pest control, regulations, sidewalks, streets, tree service, sanitary and storm sewers and zoning.	
Parks and Recreation:	313-343-2405
Pier Park, Kerby Field, marina, class schedules, Community Building rental and picnic and temporary park permits.	
Municipal Court:	313-885-2104
Public Safety (Police and Fire):	313-885-2100
Ambulance and Emergencies:	911
Poison Control:	313-745-5711
Central Library:	313-343-2074
War Memorial:	313-881-7511
Comcast:	313-316-1619
DTE Energy:	800-477-4747

Council Members
Louis Theros, Mayor
James C. Farquhar, Mayor Pro Tem
Therese Joseph
Joe Ricci
Peter W. Waldmeir
John J. Gillooly
Lev Wood

City Manager
Shane L. Reeside

City Clerk/Assistant City Manager
Derrick Kozicki

Controller/Treasurer
Debra A. Peck

RESIDENTIAL RUBBISH COLLECTION PROCEDURES

The City of Grosse Pointe Farms will only pick up rubbish/debris generated by the homeowner. Contractors hired by the homeowner must haul away their own debris.

Rubbish must be placed out for collection no later than 7:00 a.m. on collection day or no earlier than 5:00 p.m. on the day before collection. Vehicles must not be in the driveway for rear yard collection. Trash can containers are not to exceed 32 gallons and must not be heavier than 50 pounds.

Holidays that may delay rubbish collection by one day are New Year's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day.

YARD WASTE: Brown paper bags are acceptable. Any type of plastic bag is not acceptable. Trash cans are suitable for yard waste as long as they have the "Yard Waste" sticker (available at City Hall) placed on them. Trash can containers are not to exceed 32 gallons and must not be heavier than 50 pounds. For information about Leaf Collection, refer to page 8.

COMPUTER MONITORS AND HARD DRIVES: DPW will take them. Toner cartridges from printers and copiers can be placed in the trash. In addition, Wayne County will occasionally hold a computer recycling day. Notices of these events are posted on the notice board at City Hall as the City becomes aware of them.

PROPANE TANKS FROM GAS GRILLS: DPW will not take them. Contact Wayne County Department of Environment at (734) 326-3936.

MOTOR OIL: To be brought to the Public Works yard between the hours of 7:30 AM until 3:00 PM. Do not place with regular rubbish. A Household Hazardous Waste Day occurs once per year every May. Call City Hall in the springtime for time and location.

GASOLINE: Will not be accepted since it is considered a Hazardous Waste, and the City at this time does not have the facilities for proper disposal. A Household Hazardous Waste Day occurs once per year every May. Call City Hall in the springtime for time and location.

BRICKS, BROKEN CONCRETE, CONCRETE BLOCKS, DIRT AND SOD: If removed by homeowner, we will pick up 1 cubic yard (3' x 3' x 3') per week. Not to exceed a pile 5 ft long, 5 ft wide, by 2 ft high. Place at the curb for pickup.

APPLIANCES: As long as doors are removed, place between the sidewalk and curb for pickup. (Dishwasher, washer, dryer, etc.)

LIMBS, BRUSH, TREE TRIMMINGS, ETC.: Limbs, brush, etc., not to exceed 4 ft in length and tied in bundles not to exceed 50 pounds. Logs must not exceed 6 inches in diameter and 4 ft in length. No stumps (must call a tree company). Shrubs should be cut and tied in bundles not to exceed 4 ft in length; roots must be cut off; no dirt. Place between sidewalk and curb for pickup.

OLD PAINT: Do not place in rubbish containers. Only latex paint is accepted; must be put in a box by the curb with lid off; dry out by using kitty litter, sand or leaving can of paint open. Oil-based paint will not be taken. It is considered hazardous. Grosse Pointe Farms has a Household Hazardous Waste Day once a year which is usually in May or Wayne County hazardous waste collection phone number is (734) 326-3936.

TIRES: Cannot be collected; the incinerator authority will no longer accept them. Tires can be taken to a local tire store for disposal.

FENCING (CHAIN LINK AND WOVEN WIRE) METAL: Fencing must be rolled into bundles and tied, not to exceed 50 pounds. Metal top rails must not exceed 8 ft in length. Concrete footings must be removed from posts. Any wood must be separated from fencing material for collection. **Stockade or Rustic Fencing** must be disassembled to facilitate handling. Collection will be limited to three 8 ft long sections per week. Concrete footings must be removed from wooden posts. Place between sidewalk and curb for pickup.

ANTI-FREEZE: We cannot dispose of anti-freeze as we do not have a storage tank. Quick change oil centers will accept old anti-freeze.

AIR CONDITIONER UNITS (Even with Freon): Can be left at the curb.

SOD ONLY: If taken out by homeowner, we will pick up only 1 cubic yard (3' x 3' x 3') per week. Place on driveway approach.

DIRT: Place on driveway approach. Cushman scoop truck will pick up 1 cubic yard (3' x 3' x 3') per week.

CARPETING AND PADDING: Should be cut into 4' rolls and tied, not to exceed 50 pounds. Place between sidewalk and curb.

BATTERIES: (From boats and cars) Should be taken to the Public Works yard between the hours of 7:30 AM and 3:00 PM.

REMODELING AND CONSTRUCTION DEBRIS: Such as tile, drywall, plaster, and shingles will not be collected. The incinerator authority will not accept this debris. (Suggestions for Resident: Can call for a dumpster or call Waste Management). Lumber must be cut to 4' lengths and tied in bundles not to exceed 50 pounds, with nails bent over or removed. Amount collected will be limited to 1 cubic yard per week.

Note: The following may be taken to the Department of Public Works yard at the corner of Chalfonte and Kerby roads any weekday between 7:30 a.m. and 3:00 p.m. Place used motor oil in original containers. DO NOT put in your recycling bin. DO NOT dump on the ground or in sewers since it pollutes our land and groundwater; auto batteries; latex-based paint.

Rubbish Collection Routes

Allard	Friday
Baker Lane	Monday
Barclay	Friday
Beacon Hill	Thursday
Beaupre Lane	Thursday
Beaupre Road	33-47 Wednesday; 225-247 Tuesday; 265-343 Thursday; 175 Tuesday
Belanger	309-376 Thursday; 401-480 Friday
Berkshire Place	Monday
Beverly Road	Monday
Bournemouth	Friday
Briarwood	Monday
Calvin	Friday
Cambridge	Thursday
Carmel Lane	Monday
Carrington	Monday
Carver	Monday
Chalfonte	210 Tuesday; 288-339 Thursday; All others Friday
Champine	Friday
Charlevoix	27-163 Wednesday; 192-254 Tuesday; 282 Thursday
Cherryhurst	Monday
Christine	Monday
Cloverly	403-480 Friday; All others Tuesday
Colonial Court	Friday
Country Club Drive	Monday
Country Club Lane	Monday
Dean Lane	Wednesday
Deming Lane	Monday
DePetris Way	Monday
Dyar Lane	Monday
Earl Court	Monday
Edgemere	Monday
Elizabeth	Friday
Elm Court	Monday
Fair Acres	Monday
Fisher Road	Wednesday
Forsythe Lane	Monday
Grosse Pointe Blvd.	76-286 Even #'s Monday; 279-339 Thursday; 51-159 Odd #'s Wednesday; 193-231 Odd #'s Tuesday
Hall Place	Wednesday
Hamilton Court	Thursday

Rubbish Collection Routes

Handy Road	Wednesday
Harbor Court	Monday
Harbor Hill	Monday
Hendrie Lane	Monday
Higbie Court	Monday
Hillcrest	Thursday
Hillcrest Lane	Thursday
Irvine Lane	Monday
Kenwood Road	Wednesday
Kenwood Court	Tuesday
Kerby Court	Monday
Kerby Road	54-479 Thursday; 30-44 Monday
Kerby Lane	Thursday
Kercheval	150 Wednesday; 195-201 Tuesday; 274-344 Thursday; 366-487 Monday; 10 Kercheval- Library Tuesday and Friday
LaBelle	Friday
Lakecrest Lane	Monday
Lakeshore Road	Monday
Lakeview	Monday
LaSalle	Thursday
Lee Gate	Monday
Lexington	Friday
Lewiston	Wednesday
Lothrop	404-440 Friday; 61-340 Tuesday
Mack Avenue	19520-19512-19300 Friday; All others Tuesday and Friday
Madison	Friday
Maison	Friday
Manor	Friday
Mapleton	Wednesday
Mary	Monday
McKinley Avenue	401-478 Friday; All others Wednesday
McKinley Place	Monday
McMillan	Wednesday
Meadow Lane	Wednesday
Merriweather	Tuesday
Mirabeau Place	Thursday
Moran	401-473 Friday; All others Tuesday
Moross Road	Monday
Moross Place	Thursday
Moselle Place	Thursday

Rubbish Collection Routes

Mt. Vernon	404-428 Friday, All others Tuesday
Muskoka	Thursday
Muir	Wednesday
Newberry	Monday
Oldbrook	Thursday
Orchard Lane	Monday
Piche	Thursday
Pine Court	Monday
Preston Place	Monday
Provençal	Monday
Radnor Circle	Wednesday
Reno	Thursday
Ridge Road	174-239 Tuesday; 63-166 Wednesday; 257-345 Thursday
Ridgemont	Thursday
Roland	Friday
Rose Terrace	Monday
Sherer Place	Monday
Shelbourne Road	Friday
Stanton Lane	Wednesday
Stephens Road	Tuesday
Sunset Lane	Monday
Touraine	403-482 Friday; All others Thursday
Tonnancour	Monday
Vendome Court	Thursday
Vendome Road	Thursday
Vincennes Place	Thursday
Voltaire	Thursday
Warner	Monday
Waverly	Monday
Webster	Friday
Westwind Lane	Monday
Windemere Place	Monday
Winthrop Place	Monday
Williams	234-248 Tuesday; 265-341 Thursday
Willow Lane	Monday
Whitcomb	Monday
Windward	Monday

CURBSIDE LEAF COLLECTION

The main objective of the Loose-Leaf Collection Program is to increase the level of service to the residents while protecting the local infrastructure and environment.

It is estimated that the average resident spends six hours per season bagging leaves (depending on leaf bulk and size of lot). With more than 4,000 households in the community, the loose-leaf collection method reduces the overall time spent bagging by 24,000 hours. Not having to purchase special bags for leaf collection (during this time period) saves money and time.

Although this method is very efficient, there are still some challenges that arise every year. These include parked cars blocking leaf piles, leaf piles put in the street earlier than scheduled collection day and other challenges that come with 73 dead-end streets and cul-de-sacs.

Success is dependent on a few Dos and Don'ts:

- 1) **Do not** park in the street during collection day – leaf piles that are inaccessible cannot be collected. Due to equipment and manpower demands, there will be no “special pick-ups” for leaf piles that are obstructed by a vehicle or put out after crews have passed by.
- 2) **Do not** put leaves in the street prior to 5:00 p.m. the night before your collection day, but they may be stored between the curb and sidewalk no more than 4 feet from the curb.
- 3) **Do not** allow children to play in leaf piles near the street. It may be fun for them, but it puts kids in extreme danger from passing vehicles.
- 4) **Do** separate brush from leaf piles. This way, the brush can be collected and loaded by hand.
- 5) **Do** exercise caution when driving around our leaf collection crews. Our City has many narrow streets, dead-ends and cul-de-sacs that are challenging for crews to maneuver on.
- 6) Contractors are expected to remove their own debris.
- 7) As always, once the bulk loose-leaf collection begins, leaves and brush will be collected the business day after your rubbish collection.

Your cooperation in following these requests will help our DPW workers do their jobs safely and efficiently. For further information, contact the City Hall at (313) 885-6600.

Recycling

Recyclables are picked up the same day as regular trash. Place recycling bin at curb for collection on your regular rubbish collection day by 7:00 a.m. In the event of a holiday, pickup will be postponed one day the same way regular rubbish pickup is delayed one day. Review the list of recyclable materials listed below

CURBSIDE RECYCLING GUIDELINES



YES

- Clean pizza boxes
- Clean garden plastics
- Flatten cardboard boxes
- Empty and rinse containers
- Leave caps on plastic bottles
- OK to leave staples, clips, labels, stamps, spiral bindings and metal fasteners on paper products



Newspaper
Remove bags, strings and rubber bands



Cardboard & Paper Bags
Flatten cardboard & cut into pieces. No wax coated cardboard



Magazines & Catalogs
Any size magazine



Junk Mail
Envelopes, flyers, brochures, postcards etc.



Office Paper
All types and sizes



Phone Books
All types and sizes



Paperboard
No wax coated paperboard



***Plastic Jugs/Bottles**
(#1 & #2)



***Household Plastic**
(#3-#7)
Empty containers only



Paper Milk or Juice Cartons
Empty cartons only



Pots & Pans
Kitchen cookware



***Aluminum Cans**
Empty cans only



***Steel & Tin Cans**
Empty cans only



***Clear and Colored Glass**
Empty containers only

NO

- Plastic bags
- Foam containers or products (Styrofoam)
- Wire hangers
- Window panes, mirrors, ceramics & Pyrex dishware
- Organic material and food waste
- Electronic waste (batteries, cell phones, computers, etc.)
- Paint, pesticides, oil & cleaners
- Waxed cardboard
- Needles or syringes
- Hazardous waste





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REV 03/17

ORDINANCES/PERMITS

Building, electrical, plumbing and mechanical permits are required for most remodeling and new projects, such as: Additions, decks, sheds, garages, fencing, pools, furnaces, air conditioning units, hot tubs, water heaters, etc. Permit fees vary depending on the project and are issued by the Department of Public Service located at City Hall.

Summary of Sign Ordinance

Requirements for placement of contractor signs: One temporary contractor sign not to exceed 6 square feet (measured using the total supporting bracket/arm and all signage placed for display, including subcontractors, landscapers, etc.) is permitted per property. Signage cannot exceed 42 inches in height and must be placed on the private property portion of the property (situated parallel to the roadway or curb that the house is addressed from) and must be removed within 5 days of completion of scheduled construction/service project.

Requirements for placement of real estate signs: One temporary “For Sale/Real Estate” sign not to exceed 6 square feet (this will be measured using the total of the supporting bracket/arm and all signage placed for display, including “agent name,” “sold,” or other language intended for advertising purposes). These signs must be placed on the private property portion of the property listed and must be removed with 5 days of the sale or rental.

Political Signs: Not to exceed 6 square feet in area. They shall not be maintained on the premises for more than 5 days after the election for which the signs are erected, and such signs shall not be maintained for a total length of time of more than 30 days. The owner or resident of the property on which the sign is erected shall be responsible for the removal of such signs.

Garage Sale Signs: Should only be placed on the corner of the nearest intersecting streets where the garage sale is taking place. Not to exceed 6 square feet. Must be removed the day following the sale (Monday).

DOG LICENSE RENEWAL

Dog license renewal is obtained at City Hall in the Treasury Department. A copy of the dog’s current rabies vaccination is necessary in order to process the dog license. Dog license renewal will take place from January 1 through April 30 at a cost of \$10.00. Starting May 1 through December 31, the cost for dog license renewal is \$14.00.

Reminder Note: Please pick up dog waste and dispose of it properly.

PARKS AND RECREATION

Recreation Programs

A wide range of recreation programs, activities and special events are offered through the Grosse Pointe Farms Parks and Recreation Department. Quarterly City newsletters are available at the City Offices and the Parks and Recreation Office, with current activities and programs available to residents of Grosse Pointe Farms.

Park Facilities

The City of Grosse Pointe Farms offers a variety of park and recreation facilities for residents of Grosse Pointe Farms. **Pier Park** offers (3) tennis courts, (2) sand volleyball courts, shuffleboard courts, basketball court, seasonal municipal pool, wading pool and splash playground, seasonal food concessions, beach, picnic areas, picnic shelter, marina facilities, fishing pier and a Community Building. A new artificial ice skating rink and (2) paddle tennis courts are scheduled to open the winter of 2008-09. **Kerby Field** offers a Dog Park, (2) little league baseball diamonds, (1) 90' baseball diamond, and a soccer field.

Park Passes

Pier Park entry requires a valid park pass (renewed yearly on January 1st). Applications for park passes can be found in the information bulletin mailed to all residents or they can be picked up from the City Offices or the Parks and Recreation Office. Completed applications are to be returned to the Parks and Recreation Office at Pier Park, 350 Lakeshore Road, Grosse Pointe Farms, Michigan 48236. Allow two weeks for park passes to be processed. You must pick up the park passes at the Parks and Recreation Office. All residents 18 years and older must show picture identification; husbands and wives can pick up their spouse's park passes.

Pier Park Hours

May 1st – October 31st 5:00 a.m. – Midnight
November 1st – April 30th 8:00 a.m. – 6:30 p.m.*

*Park is open until midnight if there are any Community Building rentals.

Dog Park Pass

The Dog Park is located at Mack and Moross, next to Kerby Field. Annual Dog Park Passes are available to residents of Grosse Pointe Farms by submitting an application with the \$20 annual fee to the Parks and Recreation Office located in the Pier Park Community Building at 350 Lakeshore Road or City Hall Treasury Department located at 90 Kerby Road. With the application, you must include proof of current rabies, bordatella and DHPP (parvo) vaccinations, and a current Grosse Pointe Farms dog license. Please allow a few days for the paperwork to be processed, and enjoy the Dog Park.

Community Building Rentals

Pier Park Community Building Rental Applications are issued through the Parks and Recreation Office, Monday through Friday 8:00 a.m. – 4:00 p.m. The Pier Park Community Building is available for Grosse Pointe Farms residents to rent year-round. Reservations must be made in person and no more than six months in advance. Please call the Parks and Recreation Office for available dates and times and/or to receive a rental packet.

Pier Park Harbor

Pier Park has a modern harbor with 333 mooring spaces for jet skis and boats up to 50'. The City also has kayak rack storage spaces available for seasonal rentals. The City maintains waiting lists for the various size mooring spaces. Residents can add their name to any of the waiting lists by submitting a Harbor Mooring Application with the \$100 application fee. Each additional Harbor Mooring Application fee is \$50. Residents interested in a Rack Storage Space must complete a Harbor Mooring Application and pay the \$10 application fee in order to be added to the waiting list. Harbor facilities are only available for residents of Grosse Pointe Farms.

**City of Grosse Pointe Farms
Parks and Recreation Department
(313) 343-2405
Application for Dog Park Pass**

- Dog Park Passes cost \$20.00; payment must be received with Application.
- All residents applying for Dog Park Passes must show proof of their dog(s) having the following ≈ current GPF Dog License and current Rabies, DHPP, Bordatella vaccinations. Without this information, your Dog Park Pass Application cannot be processed.
- Dog Park Passes expire on April 30th of each year. In order to renew your Pass for the following year, you must pay \$20.00 and provide proof of shots and a current GPF License before May 1st.
- Please familiarize yourself with the Dog Park Rules which are on the back of this Application.
- All Replacement Dog Park Passes can be applied for at the Parks and Recreation Office for a fee of \$20.00.
- Please check the box below as to whether you want us to mail your Dog Park Pass or contact you when it is ready to be picked up at the Parks and Recreation Office.

Resident Information

New Pass Replacement Renewal

_____ Date of Application

_____ Name(s) _____ Birthdate(s)

_____ Address

_____ Home Phone _____ Cell Phone

Please Mail My Dog Park Pass Please Contact Me When My Dog Park Pass Is Ready For Pick-up

Dog Information

_____ Name of Dog #1 _____ Breed _____ Age _____ Sex

_____ Name of Dog #2 _____ Breed _____ Age _____ Sex

WAIVER OF LIABILITY

As a condition to the use of the Dog Park, the permit holder assumes all risk in connection with the use of the Dog Park and all activities conducted therein, including the risk of personal injury, injury to the permit holder's dog(s), and/or property damage, and the permit holder hereby waives any claim against the City of Grosse Pointe Farms, its employees and elected and appointed officials and officers, and releases and agrees to hold harmless each of such parties from any liability whatsoever arising from the use of the Dog Park.

_____ Signature of Resident _____ Date

-----Do Not Write Below – For Office Use Only-----

Date Received _____ Dog Park Pass # _____ GPF License # _____

Check #/Cash _____ Receipt # _____ Date Mailed/Called _____

Current Rabies Vaccination Current Bordatella Vaccination Current DHPP Vaccination
Expiration Date _____ Expiration Date _____ Expiration Date _____

Dog Park Rules

1. Dog Park Permits are available through the Parks and Recreation Office for residents of Grosse Pointe Farms.
2. The following items are required for Dog Park Permits ≈ Completed Application for Dog Park Permit, proof of current GPF Dog License, and proof of current Rabies, DHPP, and Bordatella vaccinations.
3. Dog Park Hours – Dawn to Dusk or 9am – 9pm. Note ≈ The City reserves the right to close the Dog Park at any time for Maintenance reasons.
4. Dog owners must clean up and dispose of pet waste.
5. Dog owners must be residents of Grosse Pointe Farms.
6. Dogs must be on leashes until they are confined in the park.
7. Dog owners are responsible for their dogs at all times.
8. Aggressive dogs are not permitted in the Dog Park and they must be removed by their owners at the first sign of aggression.
9. Dogs must be licensed and registered with the City of Grosse Pointe Farms and a Dog Park Pass is required to visit the Dog Park.
10. Dogs must be accompanied by an adult (18 years of age or older).
11. Dog owners are limited to two dogs in the Dog Park.
12. Children under 18 years of age may only use the Dog Park when accompanied by an adult.
13. Children under 5 years of age may not enter the Dog Park.
14. Dogs in heat are not allowed inside the Dog Park.
15. Puppies less than 4 months of age are not allowed in the Dog Park.
16. Dog Park Permits will be canceled for non-compliance of Rules.
17. Dog owners must use the Dog Park at their own risk.
18. Strollers or bikes are not allowed in the Dog Park.

**City of Grosse Pointe Farms
 Department of Parks and Recreation
 350 Lakeshore Road, Grosse Pointe Farms, MI 48236
 (313) 343-2405**

Pier Park Harbor Mooring Application

The Pier Park Harbor currently is fully occupied and there is a waiting list for each well size and storage rack. There can be no assurance as to when mooring space or storage rack space may become available. To be placed on the waiting list, all information on this Mooring Application form must be completed and the appropriate non-refundable deposit must accompany the completed application. Boat wells and Jet Ski wells require a non-refundable deposit of One Hundred Dollars (\$100.00) and Fifty Dollars (\$50.00) for each additional waiting list application. A separate application, together with the applicable non-refundable deposit, must be made for each size of boat well. Storage rack (Kayak or Sunfish) spaces require a non-refundable deposit of Ten Dollars (\$10.00). If a resident submits multiple applications, nevertheless, each resident is limited to the use of not more than one boat well and one kayak rack space.

Please read the information below, check the applicable boxes and complete all requested information. In the event of any change prior to the assignment of a boat well and/or rack space, you must promptly notify the City of Grosse Pointe Farms Parks and Recreation Department in writing.

- | | | | | |
|--------------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Kayak Rack | <input type="checkbox"/> Sunfish Rack | <input type="checkbox"/> Jet Ski Well | <input type="checkbox"/> 20' x 9'8" | <input type="checkbox"/> 23' x 9'8" |
| <input type="checkbox"/> 30' x 11'6" | <input type="checkbox"/> 30' x 12' | <input type="checkbox"/> 30' x 12'6" | <input type="checkbox"/> 37' x 12' | <input type="checkbox"/> 37' x 15' |
| <input type="checkbox"/> 45' x 17' | <input type="checkbox"/> 50' x 18' | <input type="checkbox"/> 53' x 18' | <input type="checkbox"/> 55' x 18' | <input type="checkbox"/> 25' x 11' |
| | | | | <input type="checkbox"/> 40' x 16' |

Read then check and complete the applicable boxes.

- I am a bona fide resident of the City of Grosse Pointe Farms and the address shown below is my actual principal residence.
 I own and principally use the described boat below (if any), and all information given in this agreement is true and correct.

- I currently do not own a boat.

- I currently own the following described boat:

_____ Make and Model

_____ Overall Length (LOA)

_____ Width/beam

_____ Draft

_____ MC Number

_____ All names and address of State of Michigan Registration

_____ Applicant's Name

_____ Applicant's Address

_____ Applicant's Home Phone Number

_____ Applicant's Other Phone Numbers; work and/or cell

_____ Date

_____ Signature

For Office Use Only

Deposit Fee: \$ _____ **Date & Time Paid:** _____

Paid by: Cash Check and Check Number _____ **Employee's Initials:** _____

Comments: _____