

**City of Berkley, Michigan  
Fence Certificate Application**

Sidwell No: \_\_\_\_\_

**Work being done at:**

Address: \_\_\_\_\_ Day Telephone: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Size of New Structure: \_\_\_\_\_

Building Location \_\_\_\_\_ Side of \_\_\_\_\_ St. Between \_\_\_\_\_ and \_\_\_\_\_ St.  
(North, East, South, West)

Subdivision \_\_\_\_\_ Lot No. \_\_\_\_\_ Lot Size \_\_\_\_\_

**Contractor Information**

Company Name: \_\_\_\_\_

License Holder: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Cost by Owner: \$ \_\_\_\_\_

Value by Department: \$ \_\_\_\_\_

**Requirements:**

A copy of your insurance must be on file for all contractors doing work in our city. No registrations or certificates are issued without this information.

- 1) Two (2) sets of plans.
- 2) Site plan required, minimum size 8 1/2 x 11 inch paper.

I agree to repair any damage done to public or private property.

**“This certificate is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this jurisdiction including the zoning ordinance, and may be revoked at any time upon violation of any provisions of said ordinances.”**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name Signed

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Received by (Department Representative)

**Department use only:**

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Not Approved

\_\_\_\_\_  
Date

Certificate Number: \_\_\_\_\_

Fee: \_\_\_\_\_  
Total: \_\_\_\_\_

**CONTRACTOR PERMITS**

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Federal Employer ID Number  
or Reason for Exemption: \_\_\_\_\_

Workers Comp Insurance Carrier  
or Reason for Exemption: \_\_\_\_\_

MESC Employer Number  
or Reason for Exemption: \_\_\_\_\_

**“Section 23a of the state construction codes act of 1972, Act. No. 230 of Public Acts of 1972, being section 125,1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to person who perform work on residential building or a residential structure. Violations of section 23a are subjected to civil fines.”**

**A copy of your certificate of insurance must be on file with the building division before any permits will be issued.**

\_\_\_\_\_  
Signature of Contractor

\_\_\_\_\_  
Date signed

**HOMEOWNER PERMITS**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: Area Code: \_ Telephone: \_\_\_\_\_

**Section 23a of the state construction codes act of 1972, Act. No. 230 of Public Acts of 1972, being section 125,1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to person who perform work on residential building or a residential structure. Violations of section 23a are subjected to civil fines.”**

**Homeowner guaranties that work is being done by homeowner or immediate family and will not be contracted out, also this will not be a rented property.**

\_\_\_\_\_  
Signature of Homeowner

\_\_\_\_\_  
Date signed