

MICHIGAN TITLE INSURANCE AGENCY, INC.

9333 Telegraph Road, Suite 100, Taylor, MI 48180
313-291-2323 michigantitle.com

**IMPORTANT INFORMATION
REGARDING
CERTIFICATE OF OCCUPANCY**

It is your responsibility to contact the municipality in which the property is located for city inspection ordinance information.

You may be required to have your property inspected, post a bond, and/or perform repairs in order to obtain a Certificate of Occupancy. Some municipalities allow the Purchaser to assume repairs, and some do not.

This must be handled PRIOR TO CLOSING.

Michigan Title is NOT RESPONSIBLE for requesting or obtaining the Certificate of Occupancy. Every city/township has different requirements, therefore, you must contact the city/township, complete any requirements, and forward the required documentation to us for review **PRIOR TO scheduling a closing. YOUR CLOSING WILL NOT BE SCHEDULED WITHOUT PRIOR REVIEW OF ANY CERTIFICATE OF OCCUPANCY OR DOCUMENTATION REQUIRED.**

***NOTE: Municipalities have the authority to change their requirements at any time.** We are currently aware that there are strict requirements and we could be subject to fine for the following municipalities and therefore we WILL NOT close without a Certificate of Occupancy for DEARBORN, DEARBORN HEIGHTS, MELVINDALE, LINCOLN PARK, ROMULUS, WESTLAND, WAYNE and ROCKWOOD.

We hereby sign as receipt and acknowledgement of the above information, on date:_____.

Seller:

Purchaser:

Seller:

Purchaser:

Michigan Title Insurance Agency, Inc.

File Number:_____

Property Address:_____