



**COMMUNITY  
DEVELOPMENT**  
*Professional. Thorough. Responsive.*

**City of Sturgis**  
**130 N. Nottawa St.**  
**Sturgis, MI 49091**  
**www.sturgismi.gov**

**Phone: 269-659-7230**  
**Fax: 269-659-7295**

## **APPOINTMENT OF AGENT**

---

I own the rental property identified below (the "Rental Property"). For purposes of this instrument, more than one Rental Property may be listed below, in which case the singular usage in this instrument will be interpreted, construed, and applied in the plural.

I have reviewed the City of Sturgis Property Maintenance Program Policy, which requires that each rental property have a designated responsible local agent ("Agent").

**The person named below is hereby designated the Agent for the Rental Property.**

I represent to the City that the Agent has his or her place of residence or business in an area that allows him or her to access the Rental Property in thirty minutes or less.

I acknowledge that the Agent is obligated to assure operation of the Rental Property, that the Agent is responsible for providing the City and its representatives access to the Rental Property for the purpose of making any and all inspections necessary to ensure compliance with the Code of Ordinances adopted by the City, and that the Agent is obligated to maintain a list of the names and numbers of occupants of the Rental Property.

I represent that my Agent has been fully informed of these requirements and has agreed to abide by them.

**I hereby designate the Agent as my representative to receive all legal notices or service of process with respect to the Rental Property.**

Name of Agent: \_\_\_\_\_

Identity of Rental Property: \_\_\_\_\_

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Property Owner Name (Please Print)

\_\_\_\_\_  
Date

Subscribed and sworn to before me on \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Acting in \_\_\_\_\_, \_\_\_\_\_  
County State

My commission expires: