

PARMA TOWNSHIP
PO BOX 51
2388 Eaton Rapids Road
ALBION, MI 49224
PH 517-629-8277
FAX 517-629-8265

ADDRESS APPLICATION
Residential and Commercial

Address Application Process:

1. Submit **COPIES** of the five items listed below to Parma Township
 1. Proof of Ownership (copy of deed or current tax bill – must have complete legal description)
 2. **Current** Tax Identification Number
 3. Site Plan showing location of principal buildings driveway
 4. Closest existing addresses to both sides and across the street from property
(Indicate approximate distance each address if from your drive)
 5. A \$25.00 fee for each lot/unit and meters requiring an address
(Cash or Checks* payable to Parma Township) *\$35.00 fee will be charged for a returned check

Please note: assigned addresses are considered final, address changes will be subject to additional fees.

2. **Applicant will be notified by mail in 4-5 business days when issuance is complete**
3. If sending application via US Postal Mail, UPS, etc. please send to above address

Date: _____		Tax Identification Number: _____	
Owner Information		Applicant Information (if different than owner)	
_____	_____	_____	_____
Name		Name	
_____	_____	_____	_____
Current Address		Current Address	
_____	_____	_____	_____
City, State, Zip		City, Sate, Zip	
_____	_____	_____	_____
Phone		Phone	

Assigned Address: _____