



**Pittsfield Charter Township**  
**Department of Building Services**

6201 West Michigan Avenue, Ann Arbor, MI 48108  
Phone: (734) 822-3125 • Fax: (734) 944-1103  
Website: [www.pittsfield-mi.gov](http://www.pittsfield-mi.gov)

**Kurt Weiland**  
Director of Building Services  
[weilandku@pittsfield-mi.gov](mailto:weilandku@pittsfield-mi.gov)

**Laura Igna**  
Building Services Manager  
[ignal@pittsfield-mi.gov](mailto:ignal@pittsfield-mi.gov)

**Mandy Grewal, Supervisor**

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**TENANT REQUEST FOR INSPECTION**

_____		_____	
Property Address		Subdivision/Complex Name	
_____		_____	_____
Tenant Name	Primary Phone	Email Address	
<b>Reason(s) for Requested Inspection:</b>			
_____			
_____			
_____			
_____			
_____			
_____			
Have you contacted the owner/agent regarding your concerns: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Please provide the date(s) you contacted the owner/agent: _____			
_____		_____	_____
Name of Owner/Agent	Contact Phone	Email Address	
I HEREBY REQUEST AN INSPECTION OF THE ABOVE DESCRIBED UNIT AND CERTIFY THAT I AM THE LEGAL OCCUPANT (NAME THAT APPEARS ON THE CURRENT LEASE). I GRANT PITTSFIELD TOWNSHIP AND ITS INSPECTORS PERMISSION TO ENTER THE ABOVE UNIT TO CONDUCT AN INSPECTION UNDER THE PROPERTY MAINTENANCE ORDINANCE OF PITTSFIELD CHARTER TOWNSHIP.			
_____		_____	_____
Tenant Signature	Printed Name	Date	

OFFICE USE ONLY			
_____		_____	Inspection Fee Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No
Request Received By	Date Received		
_____		_____	_____
Inspector Assigned to Request	Date of Inspection	Date Request Closed (Input in BS&A)	