



Charter Township of Harrison

AD

38151 L'Anse Creuse
Harrison Township, MI 48045-1996
Phone: (586) 466-1430 Fax: (586) 465-2618

Address Assignment Application

THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH THIS APPLICATION

1. Proof of Ownership (copy of deed or current tax bill with complete legal description)
2. Copy of Land Use Permit
3. Current Tax Identification Number
4. Survey – show location of principal buildings and driveway (site plan if survey unavailable)
5. Copy of the Driveway Permit or Waiver Letter from County Road Commission
6. Closest existing addresses to both sides and across the street from property (indicate approximate distance each address is from your drive)
7. A \$ 50.00 fee for each address requested (Make Check Payable to: Harrison Township)

DATE : _____	HARRISON TOWNSHIP
OWNER INFORMATION:	APPLICANT INFORMATION
	<input type="checkbox"/> If same as owner information
_____ Name	_____ Name
_____ Current Address	_____ Current Address
_____ City, State, Zip	_____ City, State, Zip
_____ Phone	_____ Phone

Your new address will be mailed to you at the above address approximately 5 to 10 business days from the date received in this office.

FOR OFFICE USE ONLY:

Assigned Address: _____

ADDRESS ASSIGNMENT

Harrison Township is responsible for the assignment of address for developed property. No home addresses assigned may be used for voter registration or establishment of residency in the Township until the property has a home actually constructed upon it with a certificate of occupancy obtained from the Township Building Department. A commercial address in the Township does not establish voter registration rights nor public school attendance rights.

It is the responsibility of the owner/developer to contact the utilities regarding the new address. A copy of this Address Assignment should be sent to each utility or party requesting official notification of your address. Please include a location map/site plan with your notice.

Please be advised that while every effort is made to establish correct addresses, it may be necessary from time to time for the Township to change an address. This may occur when a property is subdivided and or a new private road constructed. It may occur due to unique requirements of any particular agency. It may also occur due to the inadequate information or incorrect information being submitted to the Township. Should this occur all affected property owner will be notified of the change and copies of this Address Assignment should be sent to the respective utilities/authorities and provided to anyone who requires official notification of your address change.

Harrison Township may provide copies and location maps to the following:

1. Original Owner/contractor
2. GIS
3. Assessing
4. Clerk
5. 911, Fire/Police Department
6. Macomb County Drain Commission
7. Applicable post Office