



Building & Planning  
3338 Coolidge Hwy  
Berkley, MI 48072  
248-658-3320  
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www.berkleymich.org

## CITY OF BERKLEY, MICHIGAN VACANT PROPERTY REPAIR LETTER

Date: \_\_\_\_\_

I, \_\_\_\_\_ am purchasing the property at \_\_\_\_\_. I am aware of the violations listed in the letter dated \_\_\_\_\_ and will complete the repairs within 30 days of closing unless otherwise approved by the Building Official. I am taking full responsibility for the repairs. If I am to sell the property prior to the repairs being completed, I understand that the buyer needs to be made aware of the repairs and will need to submit a letter in writing to the Building Department.

\_\_\_\_\_  
(Signed)

\_\_\_\_\_  
(Printed)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(Mailing address, if different from property address)

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
Notary Public in and for said County \_\_\_\_\_.  
My commission expires: \_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed)

***This affidavit shall be submitted to the City of Berkley Building Department***