

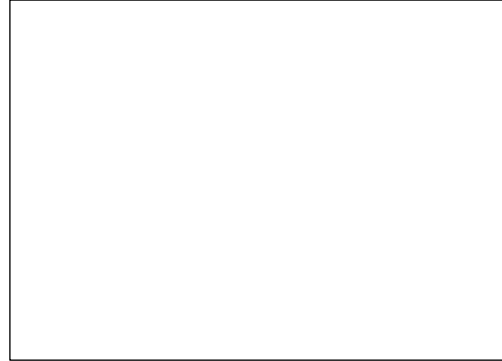
COUNTY OF KALKASKA
ADDRESS ISSUANCE DEPARTMENT

605 N Birch St, Kalkaska, MI 49646

mdaniels@kalkaskacounty.org
Telephone (231) 258-3340



SAMPLE



Please indicate the location of the structure, proposed/actual driveway, directional arrows, and neighboring houses with approximate distances/directions. Label streets.



Applicant please read:

1. Property addresses shall be assigned based on rural and urban baseline standards.
2. A completed application along with a \$10.00 application fee, payable to Kalkaska County, must be submitted to the Address Issuance Department prior to the assignment of a house address.
3. It is the intent of the department to process all applications within fifteen business days of receipt of completed application and fee.
4. Notification of address issuance will be provided to the following departments/agencies: Kalkaska County E911, Cherryland Electric, Consumers Energy, DTE, Great Lakes Energy, County Equalization, Township Treasurer, Assessor & Clerk, and the USPS.

Applicant Signature: _____ Date: _____

For Office Use Only:

Date: _____ Received by: _____

Fee Received? ___ Check No ___

E9-1-1 Approved Signature: _____

House Number Issued: _____ Date Distributed: _____

APPROVED BY BOC

COUNTY OF KALKASKA
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APPLICATION FOR ASSIGNMENT OF NEW ADDRESS NUMBER

Please fill in the application as completely as possible, ensuring to print or type legibly. The completed application should be returned, with the \$10.00 application fee, payable to Kalkaska County, to the address above. Applications may be emailed but will not be processed until the application fee is received.

Owner(s) Information:

Name(s):	
Telephone No	Email Address:
Current Mailing Address:	

Type of Structure:

<input type="checkbox"/> Single Family Residence	<input type="checkbox"/> Commercial (specify use): _____
<input type="checkbox"/> Garage	<input type="checkbox"/> Storage/Pole Building
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other: New Construction vacant land

Location of Property:

Street: _____	City: _____			
Zip Code: _____	Township: _____	Parcel ID: _____		
Section: ___	Town: _____	Range: _____	Lot No. _____	Subdivision: _____

Directions to Site:

The location of the driveway is approximately _____ Feet/Miles (circle one) North or East (circle one) of _____ (Neighboring Property Address) and approximately _____ Feet/Miles (circle one) South or West (circle one) of: _____ (Neighboring Property Address),
Nearest cross streets: _____
The driveway is marked by: _____