



2024 Application
Existing System Evaluation (Real Estate Transfer/Refinance)
Otsego County

- Short-Term Rental - \$371
Real Estate Transfer/Refinance ** - \$371
Water Sample Collection Only - \$130
MDARD Review (onsite well/septic) ** - \$355

FOR DEPARTMENT USE
Fee
Application #
Miss Dig Ticket #
Comp. Date:

Property Information

County:
Property Tax ID# (MANDATORY):
Township:
Section#:
Address:
City:
Zip code:
Subdivision:
Lot #:
Owner at time sewage/well system was installed:
Age of System:
Total Number of Bedrooms (including bonus rooms):
Property Status:
Occupant's Name:
Phone Number:
Water Supply:
Name of system/owner:

Owner/Contact Information

Owner Name:
Mailing Address:
City:
State:
Zip code:
Phone Number:
Email:
Contact Name:
Phone Number:
Email:
Send Report to (if other than owner)
Name:
Address:
City:
State:
Zip code:
Phone Number:
Email:

Real Estate Transfer/Refinance Checklist:

Note: Application will not be accepted until all items below are completed.

- Pumper statement from Licensed Waste Hauler for septic tank service
Outlet lid of septic tank exposed
Water turned on for water sample collection
Copies of well and septic permits
Directions to the site
Site plan with general location of well/septic/property lines

This department requires that the owner or his/her representative draw a site plan and directions to the property described above. Please use the back of this form and attach the appropriate documentation.

I hereby authorize Health Department of Northwest Michigan to access the above described property to determine its suitability for the development plans indicated, to conduct such tests as may be necessary in order to obtain information required for this evaluation, and to conduct inspections of permitted facilities.

Signature of Owner: Phone #: Date:

