



City of Farmington Hills

31555 Eleven Mile Road, Farmington Hills, Michigan 48336-1165

HOME DAY CARE BUSINESS APPLICANTS

Per City Ordinance, all home occupation businesses in Farmington Hills must be registered with the City. This is processed through the City Clerk's office.

PLEASE COMPLETE THE FOLLOWING STEPS WHEN APPLYING TO OPERATE A DAY CARE FROM YOUR HOME:

- ◆ **OBTAIN A HOME OCCUPATION BUSINESS REGISTRATION PACKET FROM THE CITY CLERK'S OFFICE**

- ◆ **RETURN THE FOLLOWING TO THE CITY CLERK'S OFFICE:**
 - ◆ **COMPLETED APPLICATION**
 - ◆ **APPROPRIATE FEE**
 - ◆ **COPY OF DBA PAPERS**
 - ◆ **COPY OF STATE LICENSE**
 - ◆ **COPY OF STATE APPLICATION FORM**

UPON RECEIPT OF THE ABOVE DOCUMENTS, YOUR APPLICATION WILL BE

SUBMITTED TO THE ZONING DEPARTMENT, BUILDING DEPARTMENT, AND FIRE DEPARTMENT FOR THEIR REVIEW, INSPECTION AND APPROVAL. ONCE APPROVALS ARE RECEIVED YOU WILL BE NOTIFIED.

PLEASE NOTE THAT YOUR APPLICATION IS NOT COMPLETE UNLESS YOU HAVE COMPLETED BOTH THE BUSINESS APPLICATION AND THE ZONING INFORMATION WORKSHEET