



Home-Based Business Application

PLEASE TYPE OR PRINT

Applicants Name: _____ Business Name: _____

Address: _____ Green Timbers Assigned Lot Number: _____

Telephone Number: _____ Alternate Telephone Number: _____

Fax Number: _____ E-Mail Address: _____

Describe the nature of your proposed business: _____

What are the hours and days of your business operation? _____

Will your home be used for office use only? ☐ Yes ☐ No If No, explain. _____

What product or service will you provide? _____

Will you have employees? ☐ Yes ☐ No If Yes, how many? _____ Hours of employment? _____

Will customers / clients come to your home? ☐ Yes ☐ No If Yes, how regularly? _____
(i.e. Daily, Weekly, Monthly, Quarterly)

Do you intend to store supplies and / or materials on the premises? ☐ Yes ☐ No If Yes, please describe _____

Do you believe this business could potentially disturb your neighbors? ☐ Yes ☐ No If Yes, How So? _____

Have you obtained a DBA (Doing Business As) Business Registration Certificate through Montcalm County?

☐ Yes ☐ No If Yes, Date Obtained _____ If No, Do You Intend To? ☐ Yes ☐ No

Have you obtained Articles of Organization from Michigan Department of Labor & Economic Growth?

☐ Yes ☐ No If Yes, Registration No. _____ If No, Do You Intend To? ☐ Yes ☐ No

Have you obtained an EIN Number from the Internal Revenue Service?

☐ Yes ☐ No If Yes, EIN No. _____ If No, Do You Intend To? ☐ Yes ☐ No

Does your business require licensing through the State of Michigan?

☐ Yes ☐ No If Yes, Is your License Current? ☐ Yes ☐ No

↑ If No, Was it revoked or suspended due to negligence? ☐ Yes ☐ No

CONDITIONS FOR USE:

1. Home-Based Business shall clearly be secondary to the residential use of the dwelling.
2. Home-Based Business shall be conducted in such a manner that it is compatible with the residential character of Green Timbers.
3. No more than 25% (twenty-five percent) of home may be devoted to the Home-Based Business. No detached buildings may be used for any part of Home-Based Business.
4. Goods related to the Home-Based Business shall not be visible from the street.
5. There shall be no signs or structures outside of the dwelling.
6. No customer or client may come to the premises except during the hours of 7:00 a.m. to 8:00 p.m. No deliveries may originate from or be made to the premises except during the hours of 8:00 a.m. to 6:00 p.m.
7. A Home-Based Business shall not create any nuisance, hazard, or other offensive condition, such as that resulting from noise, smoke, fumes, dust, odors, or other noxious emissions. Electrical or mechanical equipment that causes fluctuations in line voltage, creates any interference in either audio or video reception, or causes any perceivable vibration on adjacent properties is not permitted.
8. The Board of Directors may add specific conditions to the approval of a Home-Based Business Permit in order to address concerns which are not covered by the above conditions and which, in the Board's opinion are necessary to protect neighboring properties from any potential adverse effects of the proposed Home-Based Business.

REVOCATION:

Home-Based Business Permits may be immediately revoked by the Board of Directors upon a finding that any one of the following conditions exists:

1. That the use has changed either in nature or extent to the point that it differs substantially from the use requested in this application.
2. That the holder of the Home-Based Business Permit fails to comply with any applicable city, county, state or federal ordinance, law or regulation including failure to obtain and / or renew a business license as required.

The Board of Directors shall notify in writing the holder of the Home-Based Business Permit of such revocation.

APPLICANT CERTIFICATION AND AGREEMENT:

I HEREBY CERTIFY I HAVE READ THE ABOVE CONDITIONS FOR THE OPERATION OF A HOME-BASED BUSINESS AND HEREBY AGREE TO COMPLY WITH SUCH CONDITIONS. I ALSO UNDERSTAND THAT SHOULD I FAIL TO COMPLY WITH THESE CONDITIONS AND I UNDERSTAND THAT ANY SUCH INCOMPLETENESS OR FALSIFICATIONS OF ANY FACT MAY RESULT IN DENIAL OF THIS APPLICATION

Signature

Printed Name

Date of Application

THIS IS NOT A TRADE OR OCCUPATION LICENSE

APPROVAL IS GRANTED FOR GREEN TIMBERS RESIDENTIAL ASSOCIATION COMPLIANCE ONLY