

What We Do

The City Clerk's Office provides the following services:

- Administrative services to the City Council, Board of Appeals, and various departments of the City, including minutes and all public documents.
- Administers and conducts all elections within the City, takes voter registrations and other items related to elections.
- Administers business licenses, issues said licenses for the City, in conjunction with the enforcing departments.
- Issues Tulip Time Transient Merchant Licenses
- Serves as Freedom of Information Act Coordinator for the City of Holland.
- Processes liquor licenses - New, Transfer, Annual renewals and city policy on liquor in certain public facilities and applications.
- Processes Applications for Industrial Facilities Exemption Certificates and Transfers, Industrial Development Districts, Plant Rehabilitation and Act 328, and Neighborhood Enterprise Zone for industries.
- Serves as point of sale for City maps and ordinances.

Supporting Documents



[FOIA Application Policy.pdf](#)



[POLICY FOR SALE-CONSUMPTION OF ALCOHOL ON PUBLIC PROPERTY.pdf](#)



[APPLICATION TO SERVE LIQUOR IN CERTAIN PUBLIC FACILITIES.pdf](#)



[2011 RULES OF COUNCIL](#)

Web Links

[About the City Council Elections Business Licensing, Permits, Claims Board of Appeals Meeting Schedule 2014 City Ordinances Online](#)

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