



## **PROPERTY REGISTRATION FORM**

*Registration is valid until the end of the calendar year and must be renewed annually by January 31<sup>st</sup>.*

### **Property Location**

Property Address: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

### **Creditor/Lending Institution Information**

Creditor: \_\_\_\_\_

Agent of Creditor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### **Person Responsible for Maintaining and Securing Property**

Company Name: \_\_\_\_\_

Representative: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Fees**

Registration of property where foreclosure proceedings have begun: \$500.00

Additional fee if also vacant: \$2,000.00

**Certification**

I, the undersigned, hereby affirm that I am the owner or authorized agent designated to act on behalf of the owner for the abovementioned property and that all information is true and correct to the best of my knowledge and agree to comply with all provisions of Chapter 197 Property Maintenance, Article III Property Registration Program.

Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**For Office Use Only**

Amount Paid: \_\_\_\_\_ Check No.: \_\_\_\_\_ Date Received: \_\_\_\_\_

Upon completion, distribute to:       Borough Clerk       Tax Collector       Zoning Officer