

VACANT/ABANDONED PROPERTY REGISTRATION FORM

Registration Date: _____

Property Address _____ Block _____ Lot _____

Property is: Abandoned – unoccupied for 6 months Vacant – unoccupied for 3 months

Date Property became Abandoned/Vacant: _____

PLEASE PRINT

<p>Owner(s): Title holder, any agent of title holder having authority to act with respect to a vacant property, any foreclosing entity subject to provisions of C.46:10B-51 (P.L. 2008, c.127, §17) or any other entity determined by Borough of Little Silver to act with respect to the property.</p>	<p>Full Name: _____ Company Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____ Email Address _____</p>
<p>Operator(s): Any person/persons/entity who is not the Owner who has charge, care, control of the premises with or without the knowledge/consent/authority of the Owner. This includes a creditor (as defined in N.J.S.A.46:10B-38), that has served notice of intention to foreclose on a mortgage on a residential property, and property has become vacant after the filing of this intention to foreclose.</p>	<p>Full Name: _____ Company Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____ Email Address _____</p>
<p>Authorized Agent: A person 21 years or older, designated by Owner(s)/Operator(s) to receive notices of code violations, receive process in any court proceeding/administrative enforcement proceeding, on behalf of Owner(s), Operator(s) in connection with enforcement of applicable code. Contact Number must be available 24 hours/day on an emergency basis.</p>	<p>Full Name: _____ Company Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____ Email Address _____</p>
<p>Acknowledgement of Responsibility: The undersigned Owner/Operator/Agent: 1) Certify that the information herein is complete and accurate; 2) Assumes responsibility for securing property in conformity with the Borough of Little Silver Municipal Code Chapter XII "Buildings and Housing" Section 12-11 "Vacant and Abandoned Properties"; 3) Acknowledges the responsibility to notify the Borough of Little Silver within 30 days of any change in registration information by filing an amended registration form.; 4) Acknowledges responsibility for payment of Registration fees as outlined below.</p>	
<p>Owner/Operator/Agent: _____ Signature: _____ <i>Please Print Name</i></p>	

Vacant and Abandoned Property Registration Fee Schedule*	
Registration	Fee
Initial Registration	\$500
First Renewal	\$1,500
Second Renewal	\$3,000
Any subsequent renewal beyond the second renewal	\$5,000

*Term for each registration year runs from January 1 to December 31 of each year with all fees due by January 31 of that year.

VACANT/ABANDONED PROPERTY REGISTRATION FORM

Vacant/Abandoned Property Address: _____ Block: _____ Lot: _____

Check box and complete information if applicable:

Property is currently listed for sale.

Listing Agent/phone number: _____

Listing Date: _____

Property sale is pending.

Buyer's Name: _____

Closing Date: _____

Requirements for Owners/Operators/Agents of Vacant and Abandoned Properties

By Checking each box below, the Owner/Operator/Agent confirms compliance with the Requirement.

Posted a sign no smaller than 15" x 17" inside building listing name, address, telephone of Owner/Operator/Agent.

Enclosed/secured building from unauthorized entry.

Made provision for maintenance of lawn/yard including regular grass cutting.

Ensured exterior grounds of structure, including yards, fences, sidewalks, walkways, alleys, accessory structures and driveways are well maintained and free from trash, loose litter, grass and weed growth.

Made provision for cessation of mail delivery, newspapers, circulars including having the property listed on the exclusion list maintained by the Borough of Little Silver for the delivery of circulars/advertisements to the property.

Made provision for the winterizing of the property by the cessation of water service to the property; draining of water lines; other than buildings with a fire sprinkler system.

Made provision for cessation of electric and/or gas utility services to the property other than buildings with a fire sprinkler System.

Name of Owner/Operator/Agent: _____ Signature: _____
Please Print Name

Date: _____

Approved by: _____ Date: _____

Borough Official

CONFIDENTIAL PROPERTY OF THE BOROUGH OF LITTLE SILVER