



Registration Form for Vacant Property

Please fill out the information requested below and deliver or mail this form, with all required attachments and payment, to:
City of Asbury Park, 1 Municipal Plaza, Asbury Park, NJ 07712.

Vacant/Abandoned Property Address: _____, Asbury Park, NJ 07712

Assessor Parcel Number: _____ Block _____ Lot _____

Name and Address of Every Owner of Record of Property: _____

Notice of Default Recordation # _____ (Please attach Copy to this form)

Lender/Lien Holder: _____

Contact Name: _____ Contact Phone: () _____

Lender/Lien Holder Mailing Address: **(No P.O. Boxes)**

24-Hour Emergency Contact Name: _____ Contact Phone: () _____

Mailing Address: **(No P.O. Boxes – and must be in the State of New Jersey)**

Property Manager: _____ Business License #: _____

Contact: _____ 24 Hour Phone: () _____

Property Management Company Local Mailing Address: **(No P.O. Boxes– and must be in the State of New Jersey)**

PLEASE ANSWER THE FOLLOWING QUESTIONS:

I certify that the property was inspected for security and maintenance compliance as described in City Ordinance No. (2015-10), and found Vacant on (Date) : _____

A. Is the property currently enclosed and secured from unauthorized entry (boarded up in compliance with applicable City Code requirements) Yes No

B. Vacant Property Utility Information: Have the following services been disconnected and/or winterized, as appropriate? Write "D" if disconnected; write "w" if winterized:
Electric _____ Gas _____ Water _____ Cable _____ Phone _____ Other _____

C. Who will maintain the building and ensure that the building is property secured until the building is again occupied, demolished and/or rehabilitation is complete? (Please indicate if this person is the same as the Managing Agent or if different, please provide the name, address and telephone number of the person who will be responsible for these actions:

D. Is the Property insured pursuant to City of Asbury Park Code, Ordinance 2015-10, Section 6 e? Yes No
(Attach a copy of the declaration page for the required Insurance Policy)

Initial Fee **\$500.00** First Renewal **\$1,000.00** Second Renewal **\$1,750.00** Subsequent Renewal **\$2,500.00**
Please check one: ➤ New Registration ➤ First Renewal ➤ Second Renewal ➤ Subsequent Renewal

All registration fees shall accompany this registration form. The fee will be required by January 1st of each year, and must be received no later than January 31st of the year due. A fine of no less than \$1,000.00 and no more than \$2,000.00 shall be imposed for each violation.

By my signature below, I certify that I am the mortgagor, mortgagee, owner, trustee or responsible party of the aforementioned property and that the above information is true and correct to the best of my knowledge. I agree to promptly advise the City of Asbury Park, Code Enforcement Officer should any information change from that which was originally submitted on this form. I understand that erroneous, misleading or false information, as well as, any willful misstatement of material fact, may be grounds for fines, liens, enforcement penalties placed on the property and/or placement on the City of Asbury Park Abandoned Property List.

Signature _____ Date _____