

CITY OF SOUTH EUCLID - HOUSING DEPARTMENT

FORM

# VP-R APPLICATION FOR VACANT BUILDING REGISTRATION

PRINT OR TYPE ALL FIELDS

DATE

/ /

NUMBER & STREET OF VACANT BUILDING

SUITE / FLOOR

NAME OF TITLE OWNER, AGENT, LESSE, OR PARTY IN CONTROL OF VACANT BUILDING – PO BOXES ARE NOT AN ACCEPTABLE ADDRESS

ADDRESS

CITY

STATE

ZIP CODE

TELEPHONE NUMBER

EMAIL ADDRESS – COPIES OF ANY INSPECTION REPORTS WILL BE SENT BY EMAIL

NAME OF REALTOR / PROPERTY MANAGEMENT COMPANY – REQUIRED FOR OWNERS LIVING OUTSIDE CUYAHOGA COUNTY

ADDRESS

CITY

STATE

ZIP CODE

TELEPHONE NUMBER

EMAIL ADDRESS – COPIES OF ANY INSPECTION REPORTS WILL BE SENT BY EMAIL

LOCKBOX CODE FOR INSPECTION - LEAVE BLANK IF YOU PREFER TO SCHEDULE TO MEET WITH THE INSPECTOR FOR ACCESS

### RESPONSIBILITIES

[CHAPTER 1414.02] REGISTRATION SHALL REMAIN VALID FOR TWELVE MONTHS FROM THE DATE OF ISSUANCE. THE OWNER, AGENT, LESSEE OR PARTY IN CONTROL, OR MORTGAGEE IN FORECLOSURE, SHALL RENEW THE REGISTRATION UPON EXPIRATION FOR AS LONG AS THE PROPERTY REMAINS VACANT. THE OWNER, AGENT, LESSEE, PARTY IN CONTROL, OR MORTGAGEE IN FORECLOSURE OF ANY VACANT BUILDING, SHALL INSPECT THE PROPERTY AT LEAST ONE TIME EACH MONTH ON THE INTERIOR AND EXTERIOR OF THE PROPERTY TO VERIFY THAT THE REQUIREMENTS OF THIS SECTION, THE CODIFIED ORDINANCES OF THE CITY, AND ANY OTHER APPLICABLE LAWS ARE BEING MET. A WRITTEN REPORT OF SUCH INSPECTIONS SHALL BE PROVIDED TO THE CITY UPON REQUEST. THE ANNUAL FEE FOR REGISTERING A VACANT BUILDING SHALL BE TWO HUNDRED DOLLARS (\$200.00).

MAKE CHECKS PAYABLE TO: THE CITY OF SOUTH EUCLID

### NOTARIZATION REQUIRED

[Signature area]

SIGNATURE OF AFFIANT

SUBSCRIBED AND DULY SWORN BEFORE ME ACCORDING TO THE LAW, BY THE ABOVE NAMED APPLICANT THIS:

DAY OF , 20

IN THE CITY, VILLAGE, OR TOWNSHIP OF STATE

[Notary Signature area]

NOTARY PUBLIC