

**The Township of Knowlton**  
**VACANT/ABANDONED PROPERTY REGISTRATION FORM**

**PROPERTY INFORMATION**

Property Address:	Block and Lot:
Property Owner Name:	
Street:	City, State, Zip Code:
Phone:	Email:

**LENDER/LIEN HOLDER/ MORTGAGE COMPANY/ PROPERTY OWNER**

Contact Name:
Contact Address:
Phone:
Email:
Phone:

**PROPERTY MANAGEMENT COMPANY**

Name:
Address:
City, State, Zip Code:
Email:
Phone:

**PROPERTY DESCRIPTION**

Total Number of Residential Units:	Commercial Units:	Number of Stories:
Property Acquisition Date:		
Is the Property: Vacant _____ Abandoned _____ Secure _____ Open & Accessible _____		
Does the owner intend to restore the property to productive use and occupy in the next 12 months? Yes No		
Are the Utilities On or Off? Electric _____ Water _____ Gas _____		
Is a sign (minimum size 15" x 17") affixed to the building specifying the name, address and phone number of the owner, owner's authorized agent, and person responsible for the daily supervision and management of the building? Yes No		

**EMERGENCY CONTACT**

An emergency contact person, having the authority to act and respond to the needs of the registered property must be available on a 24 hours per day, 7 days per week basis

Emergency Contact Name:
Emergency Contact Phone Number:

\_\_\_\_\_ **OWNER'S NAME**                      \_\_\_\_\_ **OWNER'S SIGNATURE**                      \_\_\_\_\_ **DATE**

*I hereby certify that the foregoing information and statements made by me are true. I am aware that if any of the foregoing information or statements made by me are willfully false, I am subject to punishment under the violations and penalties provision of the vacant and property registration ordinance.*

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**Office Use Only: Initial \$500** \_\_\_\_\_

<b>First Renewal</b>	<b>\$1,500</b>	_____
<b>Second Renewal</b>	<b>\$3,000</b>	_____
<b>Third Renewal</b>	<b>\$3,000</b>	_____
<b>Fourth Renewal</b>	<b>\$3,000</b>	_____
<b>After five years</b>	<b>\$5,000</b>	_____

**Date Paid:** \_\_\_\_\_ **Check Number** \_\_\_\_\_