Abandoned/Vacant Property Registration Form

□ Initial Registration - $500 □ 1st Renewal - $1,500 □ Subsequent Renewal - $5,000

1. PROPERTY INFORMATION (A SEPARATE FORM IS REQUIRED FOR EACH PROPERTY)

   Property Address: ______________________ Block: ______ Lot: ______

   Is the property currently enclosed and secured from unauthorized entry (Boarded up)
   Yes: ___ No: ___

   Is there a sign affixed to the property indicating the name, address, and telephone number of the
   owner and/or the owner’s authorized agent (Sign should be no smaller than 18’ X 24’)
   Yes: ___ No: ___

2. PROPERTY OWNER INFORMATION

   Name: _____________________________
   Mailing Address (No P.O. Box): ___________ __________________________
   City: __________________ State: ___________ Zip: ___________
   Phone Number: ______________ Email: ______________________

3. FINANCIAL INSTITUTION/BANK INFORMATION

   Name of Financial Institution/Bank: _____________________________
   Name of Contact Agent: _____________________________
   Mailing Address (No P.O. Box): _____________________________
   City: __________________ State: ___________ Zip: ___________
   Phone Number: ______________ Email: ______________________

4. PROPERTY MAINTENANCE INFORMATION (NEW JERSEY ADDRESSES ONLY)

   Name of Maintenance Company: _____________________________
   Name of Contact Agent: _____________________________
   Mailing Address (No P.O. Box): _____________________________
   City: __________________ State: ___________ Zip: ___________
   Phone Number: ______________ Email: ______________________

By submitting this application the applicant certifies that the information provided above is accurate, and
agrees to comply with the rules and regulations set forth in Borough Ordinance 1654.

I, the undersigned, hereby affirm that I am duly authorized to act on behalf of all ownership interests in the
above described property; that all of the information is true and correct; that all information herein will be
updated and submitted to the Borough of Glen Ridge Clerks Office; that any and all notices, including but not
limited to legal service of process or citation, shall be sufficient if actually received and that failure to comply
with local codes and ordinances, state sanitary codes, and all other laws applicable to this property, is subject to
a summons.

Signature of Applicant: _____________________________ Date: _______________