



VACANT PROPERTY / BUILDING REGISTRATION APPLICATION

In accordance with section 1366.03 of the Codified Ordinances of the City of Brook Park, any building presently located within the City which is a vacant building, shall be registered by the owner thereof with the Building Commissioner not later than sixty (60) days after it becomes a vacant building, or not later than thirty (30) days of being notified by the Building Commissioner evidence of vacancy, whichever occurs first.

Please complete and return this Application along with Application Fee to the Building Department

APPLICATION FEE: (In accordance with section 1366.06)

\$200 – Residential Property \$400 – Commercial Property

Date of Application: _____

Property Address: _____ PPN: _____

Current Owner(s) Name: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Home Office Alt. Phone: _____ Cell Home Office

Email: _____

Name of Party Responsible for Property: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Home Office Alt. Phone: _____ Cell Home Office

Email: _____

Note: If the owner/corporation does not reside in or have a principle place of business in Ohio, the name, address, phone number, emergency contact information, and email of the manager/successor agent in charge of the building who does reside in or have a principle place of business in Ohio, and **resides within a 15-mile radius of the city limits of Brook Park must be submitted.**

OFFICE USE ONLY: Date: _____ Initials: _____ Amount: \$ _____ Cash Check # _____