

TOWNSHIP OF LACEY  
CODE ENFORCEMENT OFFICE  
818 LACEY ROAD  
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**VACANT/ABANDONED PROPERTY REGISTRATION FORM**  
(PLEASE COMPLETE ALL INFORMATION, PRINT OR TYPE)

**BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**NAME OF PROPERTY OWNER:** \_\_\_\_\_

**ADDRESS (NO PO BOXES):** \_\_\_\_\_

**TELEPHONE NUMBER & EMAIL:** \_\_\_\_\_

**LENDER/LIEN HOLDER/MORTGAGE COMPANY/TRUSTEE**

**NAME:** \_\_\_\_\_

**ADDRESS (NO P.O. BOXES):** \_\_\_\_\_

**TELEPHONE & FAX NUMBER:** \_\_\_\_\_

**CONTACT NAME, TELEPHONE NUMBER (DIRECT LINE) & EMAIL:** \_\_\_\_\_

**PROPERTY MANAGEMENT COMPANY:**

**NAME:** \_\_\_\_\_

**ADDRESS (NO P.O. BOXES):** \_\_\_\_\_

**TELEPHONE & FAX NUMBER:** \_\_\_\_\_

**CONTACT NAME, TELEPHONE NUMBER (DIRECT LINE) & EMAIL:** \_\_\_\_\_

**PROPERTY DESCRIPTION:**

**PROPERTY ACQUIREMENT DATE:** \_\_\_\_\_

1. IS THE PROPERTY: \_\_\_\_\_ VACANT \_\_\_\_\_ ABANDONED \_\_\_\_\_ SECURE \_\_\_\_\_ OPEN & ACCESSIBLE \_\_\_\_\_
2. DOES THE OWNER INTEND TO RESTORE THE PROPERTY TO PRODUCTIVE USE AND OCCUPY WITHIN THE NEXT 12 MONTHS? \_\_\_\_\_ YES \_\_\_\_\_ NO
3. IS THE PROPERTY CURRENTLY ENCLOSED AND/OR SECURED FROM UNAUTHORIZED ENTRY (E.G., WINDOWS/DOORS BOARDED)? \_\_\_\_\_ YES \_\_\_\_\_ NO
4. ARE THE UTILITIES ON OR OFF? \_\_\_\_\_ ELECTRIC \_\_\_\_\_ WATER \_\_\_\_\_ GAS \_\_\_\_\_
5. IS A SIGN (MINIMUM 8X10") AFFIXED TO THE BUILDING SPECIFYING THE NAME, ADDRESS AND TELEPHONE NUMBER OF THE OWNER, OWNER'S AUTHORIZED AGENT AND PERSON RESPONSIBLE FOR DAILY SUPERVISION AND MANAGEMENT OF THE BUILDING? \_\_\_\_\_ YES \_\_\_\_\_ NO

AN EMERGENCY CONTACT PERSON, HAVING THE AUTHORITY TO ACT AND RESPOND TO THE NEEDS OF THE REGISTERED PROPERTY, MUST BE AVAILABLE ON A 24 HOUR PER DAY, 7 DAYS PER WEEK BASIS.  
EMERGENCY CONTACT NAME & 24 HOUR TELEPHONE NUMBER: \_\_\_\_\_

*I CERTIFY THAT THE FOREGOING STATEMENTS MADE BY ME ARE TRUE. I AM AWARE THAT IF ANY OF THE FOREGOING STATEMENTS MADE BY ME ARE WILLFULLY FALSE, I AM SUBJECT TO PUNISHMENT UNDER THE PENAL SECTION OF LACEY TOWNSHIP PROPERTY MAINTENANCE ORDINANCE.*

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

**OFFICIAL USE ONLY: INITIAL \$500** \_\_\_\_\_ **SUBSEQUENT \$1500** \_\_\_\_\_

**DATE PAID:** \_\_\_\_\_ **CASH:** \_\_\_\_\_ **CHECK:** \_\_\_\_\_ **CHECK NUMBER:** \_\_\_\_\_

[WWW.LACEYTOWNSHIP.ORG](http://WWW.LACEYTOWNSHIP.ORG)

UPDATED 1-1-23