



BOROUGH OF STANHOPE
77 MAIN STREET, STANHOPE, NJ 07874
973-347-0159

VACANT/ABANDONED PROPERTY REGISTRATION FORM
(Please Print or Type)

Block: _____ Lot: _____

Property Address: _____

PROPERTY OWNER:

Name: _____

Address (No P.O. Boxes): _____

Telephone Number: _____ Email: _____

LENDER / LIEN HOLDER / MORTGAGE COMPANY / TRUSTEE:

Name: _____

Address (No P.O. Boxes): _____

Telephone AND Fax Numbers: _____

Contact Name & Number (Direct Line): _____ Email: _____

PROPERTY MANAGEMENT COMPANY:

Name: _____

Address (No P.O. Boxes): _____

Telephone AND Fax Numbers: _____

Contact Name & Number (Direct Line): _____ Email: _____

PROPERTY DESCRIPTION:

Total Number of Residential Units: _____ Number of Stories: _____

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 occupancy 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 15"x17") 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 day per week basis. Emergency Contact Name: _____

24 Hour Telephone Number & Address: _____

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 THE BOROUGH OF STANHOPE PROPERTY MAINTENANCE ORDINANCE.

OWNER'S NAME (PRINTED) _____

OWNER'S SIGNATURE _____

DATE _____

OFFICE USE ONLY: Initial Registration (per property) \$500 _____ First Renewal of Registration (per property) \$1,500 _____
Second Renewal of Registration (per property) \$3,000 _____ Subsequent Renewals Beyond Second Renewal \$5,000 _____

Property with Action to Foreclose \$500 _____ Plus \$2,000 _____ If Also Vacant or Abandoned _____

Date Paid: _____ Cash _____ Check _____ Check Number _____