



ABANDONED RESIDENTIAL PROPERTY REGISTRATION

Registration Requirements (If a residential property is vacant or shows evidence of vacancy)

- Completed Abandoned Residential Property Registration forms shall be submitted to: City of Berea Building Department, 11 Berea Commons, Berea, OH 44017
- Following receipt of a completed Abandoned Residential Property Registration form and all necessary fees of \$150.00 which includes the \$50.00 registration fees and \$100.00 inspection fee, The City of Berea Building Department will contact the foreclosing entity to set up the exterior and interior inspection. A representative from the foreclosing entity or the local property preservation company must be present during the interior inspection.
- Should the property remain vacant upon expiration of the initial registration (valid for 6 months) the foreclosing entity shall complete another application to register the property as abandoned and pay an additional fifty dollars (\$50.00) registration fee;

Location of Abandoned Property:

Address: _____

Date of Initial Inspection: _____

Foreclosing Entity Information

Name: _____

Mailing Address: _____ **No P.O. Boxes**

Foreclosing Entity Contact Person

Name: _____ **Telephone Number:** _____

Email Address: _____

Local Property Preservation Information (C.O. 1362.07) (For foreclosing entities more than five miles from abandoned property)

Name of Property Maintenance Company: _____

Mailing Address: _____

Contact Person: _____ **Telephone Number:** _____

Email Address: _____

Fees:

Registration \$50.00 Inspection \$100.00

Signature: _____ **Date:** _____