

Township of Alexandria  
242 Little York Mt. Pleasant Road  
Milford, NJ 08848  
908-996-7071

**VACANT / ABANDONED PROPERTY REGISTRATION FORM**

(Please Print or Type)

Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Address \_\_\_\_\_

Property Owner: Name \_\_\_\_\_

Address (No PO Boxes) \_\_\_\_\_

Telephone Number & Email \_\_\_\_\_

Lender/Lien Holder/Mortgage Company/Trustee:

Name \_\_\_\_\_

Address (No PO Boxes) \_\_\_\_\_

Telephone Number & Email \_\_\_\_\_

Contact Name, Telephone Number & Email \_\_\_\_\_

Property Management Company:

Name \_\_\_\_\_

Address (No PO Boxes) \_\_\_\_\_

Telephone Number & Email \_\_\_\_\_

Contact Name, Telephone Number & Email \_\_\_\_\_

Property Description:

1. Property Acquisition Date \_\_\_\_\_  
Vacant \_\_\_\_\_ Abandoned \_\_\_\_\_ Secure \_\_\_\_\_ Open & Accessible \_\_\_\_\_
2. Does the owner intend to restore the property to productive use and occupancy within next 12 months?  
Yes \_\_\_\_\_ No \_\_\_\_\_
3. Is the property currently enclosed and/or secured from unauthorized entry (windows/doors boarded)  
Yes \_\_\_\_\_ No \_\_\_\_\_
4. Are the utilities ON or OFF? Electric \_\_\_\_\_ Water \_\_\_\_\_ Gas \_\_\_\_\_
5. Is a sign (minimum 15" x 17") affixed to the building specifying the name, address and telephone number of the owner, owners' authorized agent and person responsible for daily supervision 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 and 24 phone number

I certify that the foregoing statements are true. I am aware that if any of the statements made are willfully false, I am subject to punishment under the code of the Township of Alexandria Vacant Properties Ordinance.

Owners Name \_\_\_\_\_ Owners Signature \_\_\_\_\_ Date \_\_\_\_\_

**Official Use:**

Fee Paid \_\_\_\_\_ Cash \_\_\_\_\_ Check Number \_\_\_\_\_