



**CITY OF CANTON**  
**BUILDING DEPARTMENT**

424 Market Ave N., 3<sup>rd</sup> Fl  
Phone: 330-430-7800 Fax: 330-430-7848  
[www.cantonohio.gov](http://www.cantonohio.gov)

**VACANT / FORECLOSURE**

Property Registration  
(A separate registration is  
required for each property)

NEW

RENEWAL

UPDATE

RESIDENTIAL

COMMERCIAL

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

Number of Units \_\_\_\_\_

Property Description \_\_\_\_\_

Parcel No \_\_\_\_\_

**Property Management Company Information:**

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_

Contact Address (No PO Box) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

24-Hour Contact Name & Telephone \_\_\_\_\_

Use Above Contact for Registration Inspection: YES NO (If no, provide name and phone below)

Name \_\_\_\_\_ Phone \_\_\_\_\_

**OWNER/AGENT INFORMATION**

Property Owner or Foreclosing Institution \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Address (No PO Box) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**PROPERTY REGISTRY FEE: \$125.00 PER YEAR/PER STRUCTURE (1353.04)**

Make Checks Payable to The City of Canton

Sign and mail this form with payment to:

City of Canton Building Department

424 Market Ave N., 3<sup>rd</sup> Fl

Canton, OH 44702

**IN ACCORDANCE WITH THE CITY OF CANTON'S "FORECLOSED PROPERTIES AND BUILDINGS' ORDINANCE, BY SIGNING BELOW YOU:**

- **CERTIFY** that the information provided above is accurate, and **AGREE** to notify the **BUILDING DEPT** of any updates.
- **AGREE** to pay a fee of **\$125** at the time of registration/renewal. **AGREE** that the Property Registration is valid until January 1st of the following year. **AGREE** Once the property is no longer vacant or is sold, you **AGREE** to provide proof of sale or written notice, or proof of occupancy to the **BUILDING DEPT**.
- **CERTIFY** that the property has been inspected by the **Owner/Agent** at the time of filing the Property Registration
- **AGREE** to maintain a **local individual or local property management company** responsible for securing and maintaining the property.
- **AGREE** to post and maintain updated name and 24-hour contact phone number of the local individual or local property management company **on the front of the property**, so it is clearly visible from the street.
- **AGREE** that the owner, local individual, or local property management company **shall inspect and maintain the property on a weekly basis** for the duration of the vacancy, in accordance with the City of Canton codes.
- **AGREE** that once the property is registered it will be inspected by a Code Official or designee.
- **AGREE** that adherence to this ordinance **does not relieve the owner of any applicable obligations** set forth in the City ordinances or regulations, Covenant Conditions and Restrictions, and/or Home Owners Association rules and regulations.

APPLICANT SIGNATURE \_\_\_\_\_

APPLICANT PRINTED NAME \_\_\_\_\_

DATE \_\_\_\_\_

**OFFICE USE ONLY**

Parcel No \_\_\_\_\_

Date Entered into Database \_\_\_\_\_

Payment Date \_\_\_\_\_

Check # \_\_\_\_\_

Year Property Registered for \_\_\_\_\_