

City of Niles, Ohio
Building Department
Vacant Property Registration Form

34 W. State Street, Niles, Ohio 44446

For Commercial property: (330) 544-9000, Ext. 1181 or 1182

For Residential property: (330) 544-9000, Ext. 1183

Year vacated: _____

PROPERTY INFORMATION

Address _____

Parcel's Number (If known) _____

Type of Property: ☐ Residential ☐ Commercial or Industrial

☐ Multi-family total # of Units _____

Is Property Secured: ☐ Yes ☐ No

Is the lawn being maintained? ☐ Yes ☐ No

If yes, by who _____ Phone Number _____

Vacant property registry fee: \$_____ Commercial fee: \$_____

Late fee: _____ per structure.

Property owner name/business: _____

Address: _____

Day time phone #: _____ Emergency phone #: _____

Email: _____ S.S. or FEIN: _____

Fax #: _____

Person Maintaining Property: _____

Address: _____

Daytime Phone #: _____ Emergency phone #: _____

Fax #: _____

Electric/Water/ Sewer bill is in the name of: _____

Water: On ☐ Off ☐

Electricity: On ☐ Off ☐

Winterized: Yes ☐ No ☐

Is this property a foreclosure? If so, please complete the following:

Case number: _____ Filing: _____ Status: Open ☐ Closed ☐

Lender information: _____

If Foreclosure proceedings have been initiated against your property, you are responsible for the property while in the proceeding process is going on. If the proceedings are "DISMISSED" you are responsible for maintaining the property.

In the event that you decide to transfer the above-identified property by sale, gift, or otherwise (or any other property that has been issued a notice to make repairs or demolish a structure by the City of Niles), the transferee must be notified of the duty to re-register the vacant property and comply with the approved plan and time table submitted by the previous owner (N.C.O. 1375.03(f)). Failure to adhere to the mandates of N.C.O. 1375 may result in civil or criminal liability to the transferor and/or transferee.

Date Print Name Signature