

FORM 1 To be filed by the Plaintiff who commences an action to foreclose a mortgage on a residential property.

**NOTICE TO MUNICIPALITY:
REGISTRATION OF PROPERTY BEING FORECLOSED**

**\$75.00 Registration Fee Is Payable to the City of East Liverpool
City of East Liverpool Ordinance No. 38, 2015**

- **Initial filing of registration form (\$75.00 Fee).** Place a check mark in the circle to the left and use this registration form if you are the Plaintiff commencing an action to foreclose a mortgage on residential property. The form shall be mailed or delivered to the East Liverpool Planning Department located at 126 West Sixth Street, East Liverpool, Ohio 43920.
- **Filing to report change(s) in the information provided on the initial registration form (No Fee).** Place a check mark in the circle to the left and use this form if you are reporting changes to the registration information that you previously provided in your capacity as the Plaintiff commencing an action to foreclose a mortgage on residential property. You must report any changes in your registration information no later than 30 days following the date of the change in information. The form shall be mailed or delivered to the East Liverpool Planning Department located at 126 West Sixth Street, East Liverpool, Ohio 43920.

PROPERTY LOCATION: _____
NUMBER STREET UNIT

SECTION 1 The Plaintiff in the Foreclosure Action	
1a. Name of Plaintiff Entity or Individual(s)	
1b. Address of Plaintiff (if out of state, complete section 2)	
1c. Telephone Number of Plaintiff	
1d. E-mail Address of Plaintiff	
1e. Contact me by: _____ First Class Mail _____ E-mail	
1f. My preferred address:	
SECTION 2 If Plaintiff Resides Out-of-State, Direct Contact in Ohio	
2a. Name of Direct Contact in Ohio (if Plaintiff is out of state)	
2b. Address of Direct Contact in Ohio	
2c. Telephone Number of Direct Contact in Ohio	
2d. E-mail Address of Direct Contact	
SECTION 3 Person, Local Property Maintenance Company or Other Entity Serving as the Plaintiff's Contact with the Municipality for any Matters Concerning the Residential Property.	
3a. Name of Person, Local Property Maintenance Company or Other Entity	
3b. Address of Person, Company or Entity	
3c. Telephone Number of Person, Company or Entity	
3d. E-mail Address of Person, Company or Entity	