



City of Zanesville

Annual Vacant Property Registration

401 Market St, Zanesville, OH 43701

Phone: 740-617-4890

Email: buildingcode@coz.org

Don Mason, Mayor

The owner or owners of any vacant building or property or a property subject to foreclosure shall file a registration statement for each building with the Division of Building and Code Enforcement on forms provided for such purposes. Any such registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the City against the owner or owners of the building. The owner or owners of any vacant building who fail to file a registration statement for each building with the Division of Building and Code Enforcement within thirty (30) days of this notice shall be subject to a \$50.00 per day penalty with a maximum penalty of \$1000.00.

There is a \$150.00 fee due to submitting this form.

Date: _____

Property Address: _____ **Phone:** _____

Owner Name: _____

Address (No PO Boxes): _____

City: _____ State/Zip: _____

Mailing Address (If different from above)

Owner Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____

Mortgage Holder:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____

Phone: _____

Email: _____

Local Agent or Property Manager REQUIRED

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

Property Information

Condition of Structure: _____

Condition of Premises: _____

Structure Secure: _____ Boarded: _____

Property will be: Sold _____ Rented _____ Repaired _____ Demolished _____

Please send registration form with registration fee of \$150.00 attached, payable to The City of Zanesville and mail to City of Zanesville 401 Market Street Room 227 Zanesville, Ohio 43701.

Signature of Owner: _____

Print Name: _____

Date: _____ (Registration must be renewed annually)

For Office Use Only.

Property Inspected by: _____ Date: _____

Violations: Yes _____ No _____ Notification sent: Yes _____ No _____

Registration Fee Waived _____

Assessments: _____

Building Official

Date