



# BOROUGH OF BOUND BROOK

## BUREAU OF HOUSING INSPECTIONS

230 Hamilton St. Bound Brook, NJ 08805  
Phone: (732) 356-0833 Fax: (732) 560-9136

Housing Official

### REGISTRATION / RENEWAL / DEREGISTRATION FORM

#### VACANT/ABANDONED/FORECLOSED PROPERTIES

Owner/Agent Name: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Property: \_\_\_\_\_  
Address Block Lot

Type (Check one):

- De-Registration - indicate date OCCUPIED \_\_\_\_\_
- Initial Registration - indicate date VACANT \_\_\_\_\_
- Renewal

**For initial registration complete all information below. If renewal ONLY complete any information that has changed or type N/A**

Company or Legal Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Registered Agent: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Maintenance Company: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Type (Residential, Commercial, Retail, Mixed Use): \_\_\_\_\_

**Fee: Check appropriate Fee (BB- Ordinance 17-4.5)**

Annual Fee: \$500.00

#### Submit the following along with your application

- B. Proof of utility (gas, electric & water) connections or disconnections (BB-Ordinance 17-26.3c7)
- C. Certification of Insurance: (BB- Ordinance 17-26.6c)
- D. Copy of 4" by 6" Owner/Agent information sign affixed

The owner shall have a continuing duty to notify the Borough of any changes to the information contained in the registration. The owner must notify the Bound Brook Borough Clerk if, at any time subsequent to registration as a vacant property, the property is no longer vacant, and provide proof that the property is no longer vacant.

I hereby acknowledge that I have read this application, that the information given is correct, that I am the owner or duly authorized to act in the owner's behalf, and such hereby agree to comply with the applicable requirements of the Borough of Bound Brook.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_