



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)

- Initial Fee: \$500.00
- 1st Renewal (due 6 months after Initial Fee): \$1,500.00
- 2st Renewal (due 6 months after 1st Renewal): \$3,000.00
- 3rd Renewal (due 6 months after 2st Renewal): \$5,000.00
- 6 Month Renewal: \$5,000.00

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 _____