

Incorporated Village of Freeport



**Joseph Madigan
Superintendent of Buildings
46 North Ocean Avenue
Freeport, New York 11520
(516) 377-2242 FAX (516) 377-2493**

VACANT BUILDING REGISTRATION APPLICATION

Chapter 88 of the Code of the Village of Freeport requires any owner of any building which has been vacant for more than 120 consecutive days shall file with the Building Department, a Vacant Building registration. The owner(s) of the vacant property(ies) shall be responsible to register and pay the annual nonrefundable registration fee of \$250.00 for the first year of vacancy. Thereafter the fees increase in increments of an additional \$250.00 for each year that the property remains vacant. In no instance shall the registration of a vacant building and the payment of the registration fees be construed to exonerate the owner, agent or responsible party from responsibility for compliance with any other building code or housing code requirement.

REGISTRATION REQUIREMENTS

Complete and **Notarized** Application _____

Valid Identification of Applicant:

- Corporate Documentation _____
- Letters Testamentary _____
- Trust Document _____
- Individual Identification _____

Registration Fee made payable to:

The Village of Freeport and all registrations expire on March 01 of every year.

**First Year Fee = \$250.00
Second Year Fee = \$500.00
Third Year Fee = \$750.00
Fourth Year Fee = \$1000.00**

Thereafter an additional fee of \$250.00 to be added for each additional year of vacancy.



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VACANT BUILDING REGISTRATION APPLICATION

STREET ADDRESS OF PROPERTY BEING REGISTERED (AS LISTED ON DEED):

Registered Residence Address: _____, **Freeport, NY 11520.**

Section/Block/Lot(s):

Bank/Lender/Lien Holder: _____

Contact: _____ Contact Phone: () _____

Email Address: _____

Lender/Lien Holder Mailing Address:

Property Manager (Nassau County): _____

Contact: _____ 24 Hour Phone: () _____

Email Address: _____

Property Management Company Mailing Address:

Please note: if the owner or owners do not reside within the State, the registration statement must also provide the contact information for a local agent who resides within Nassau County and who is authorized to accept service of process on behalf of the owners.

- 1). If an estate, the name, business address and telephone number of the executor of the estate.

- 2). If a trust, the names, addresses and telephone number(s) of all trustees and grantors.

- 3). If a partnership, the names, residence addresses and telephone numbers of all partners with an interest of 10% or greater.

- 4). If any other form of unincorporated association (ie. D/B/A), the names, residence addresses, and telephone numbers of all principals with an interest of 10% or greater.

- 5). If an individual person, the name, residence address, and telephone number of that individual person.

5). Contact Person in the event of an emergency affecting the public health, safety, or welfare.
Please note: This Person MUST be located within Nassau County.

Name: _____

Phone number: _____

Mailing Address: _____

Fax number: _____

I do hereby certify that all statements made by me in this vacant building registration are true and correct to the best of my knowledge, information and belief, further, I understand that in the event that I have knowingly and willfully made any false statements, I will be liable for punishment in accordance with all applicable laws and statutes:

SIGNATURE: _____

APPLICANT'S NAME: _____

TITLE: _____

Acknowledgment of Individual

State of New York)
County Nassau) SS.:

On the ____ day of _____ in the year 20__ before me personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or a person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

Acknowledgement of Corporation

State of New York)
County Nassau) SS.:

On the ____ day of _____ in the year 20__ before me personally appeared _____, to me known, who, being by me duly sworn, did depose and say that he/she/they reside(s) in _____ (if the place of residence is in a city, include the street and street number, if any, thereof); that he/she/they is (are) the _____ (president or other officer or director or attorney in fact duly appointed) of the (name of corporation), the corporation described in and which executed the above instrument; and that he/she/they signed his/her/their name(s) thereto by authority of the board of directors of said corporation.

Notary Public