



**CITY OF MINNEOLA
PLANNING DEPARTMENT
A Community Development Division**

REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY

Please fill out the information requested below and deliver this form to the Planning Department or mail to City of Minneola, Planning Department, 800 N. US Hwy 27, Minneola, FL 34715 .

Registered Residence Address: _____

Assessor Parcel Number: _____

Notice of Default Recordation # : _____ *(please attach copy)*

Lender/Lien Holder: _____

Contact: _____ Contact Phone: _____

Lender/Lien Holder Mailing Address: _____

Property Manager: _____ Business License #: _____

Contact: _____ 24 Hour Phone #: _____

Property Management Company Local Mailing Address: _____

Standard Annual Fee of \$ 70.00 Please check one: New Registration Renewal

An annual registration fee shall accompany this registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year in which the registration was initially required. Subsequent registrations and fees are due January 1st of each year and must be received no later than January 31st of the year due. Registration fees will not be prorated. [MMC 27-3 (c)]

Initiated By: _____

Print Name	Signature	Date
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Company Name, Address and Phone # _____

REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY

City of Minneola Municipal Code, Chapter 27: ABANDONED RESIDENTIAL PROPERTY REGISTRATION
Section 27-1:

It is the purpose and intent of the City Council of the City of Minneola, through adoption of this Chapter to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of maintenance and security of abandoned properties.

OWNER RESPONSIBILITY under Minneola Municipal Code Chapter 27:

- * If the property is vacant or abandoned, the beneficiary/trustee shall register the property with the City using this form within ten days of transfer, vacancy or subsequent vacancy. [MMC 27-3]
- * Report to the City any change of address and change of contact information within ten days of said change. [MMC 27-3]
- * Maintain the property on a weekly basis. [MMC 27-4]
- * Secure the property. [MMC 27-4]
- * Post the property with the property manager's name, address and 24-hour contact phone number. [MMC 27-5]

A copy of this or any municipal code of the City of Minneola may be downloaded at www.minneola.us