



# CITY OF METHUEN

## Department of Inspectional Services

### REGISTRATION FORM FOR ABANDONED / FORECLOSED PROPERTY

**THIS PROPERTY IS:**

**VACANT**

**OCCUPIED**

Please fill out the information requested below and deliver this form to the Inspectional Services Department either in person or mail to: **City of Methuen Inspectional Services, 41 Pleasant Street – Suite 313, Methuen, MA 01844.**

Registered Residence Address: \_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_

Notice of Default Recordation #: \_\_\_\_\_

Lender / Lien Holder: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Lender / Lien Holder Address:

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Property Manager: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Alternate Contact Phone: \_\_\_\_\_

Property Management Company Local Mailing Address:

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**Standard Annual Fee of \$100.00**

**Please Check One:**

**New Registration**

**Renewal Registration**

An annual registration fee shall accompany this registration form. The fee and registration is 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 1<sup>st</sup> of each year and must certify whether the foreclosing and/or foreclosed property remains abandoned or not.

Initiated By:

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Print Name

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Signature

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Date

**OFFICE USE ONLY**

**Date Received:** \_\_\_\_\_ **Received By:** \_\_\_\_\_ **Check #:** \_\_\_\_\_