



**Borough of North Plainfield**  
263 Somerset Street  
North Plainfield, New Jersey 07060  
(908) 769-2900 ext. 2917 or 2915  
Fax (908) 769-6499

**VACANT / ABANDONED PROPERTY REGISTRATION FORM (Please Print or Type)**

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

**PROPERTY OWNER:**

Name: \_\_\_\_\_

Address (No P.O.Boxes): \_\_\_\_\_

Telephone Number & E-mail: \_\_\_\_\_

**LENDER/LIEN HOLDER/MORTGAGE COMPANY/TRUSTEE:**

Name: \_\_\_\_\_

Address (No P.O. Boxes): \_\_\_\_\_

Telephone AND Fax Numbers: \_\_\_\_\_

Contact Name, Telephone Number (Direct Line) & E-mail: \_\_\_\_\_

**PROPERTY MANAGEMENT COMPANY:**

Name: \_\_\_\_\_

Address (No P.O. Boxes): \_\_\_\_\_

Telephone AND Fax Numbers: \_\_\_\_\_

Contact Name, Telephone Number (Direct Line) & E-mail: \_\_\_\_\_

**PROPERTY DESCRIPTION**

Total Number of Residential Units: \_\_\_\_\_ Number of Stories: \_\_\_\_\_ Property Acquirement Date: \_\_\_\_\_

1. Is the property: Vacant \_\_\_\_\_ Abandoned \_\_\_\_\_ Secure \_\_\_\_\_ Open & Accessible \_\_\_\_\_

2. Does the owner intend to restore the property to productive use and occupancy within the next 12 months? Yes: \_\_\_\_\_ No: \_\_\_\_\_

3. Is the property currently enclosed and/or secured from unauthorized entry (e.g., windows/doors boarded)? Yes: \_\_\_\_\_ No: \_\_\_\_\_

4. Are the utilities ON or OFF?: Electric \_\_\_\_\_ Water \_\_\_\_\_ Gas \_\_\_\_\_

5. Is a sign (minimum 8"x10") affixed to the building specifying the name, address and telephone number of the owner, owner's authorized agent and person responsible for daily supervision and management of the building? Yes: \_\_\_\_\_ No: \_\_\_\_\_

An emergency contact person, having the authority to act and respond to the needs of the registered property, must be available on a 24 hour per day, 7 day per week basis. Emergency Contact Name & 24 Hour Telephone number \_\_\_\_\_

**I CERTIFY THAT THE FOREGOING STATEMENTS MADE BY ME ARE TRUE. I AM AWARE THAT IF ANY OF THE FOREGOING STATEMENTS MADE BY ME ARE WILLFULLY FALSE, I AM SUBJECT TO PUNISHMENT UNDER THE PENAL SECTION OF THE BOROUGH OF NORTH PLAINFIELD PROPERTY MAINTENANCE ORDINANCE.**

OWNER'S NAME (PRINTED) \_\_\_\_\_

OWNER'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**OFFICE USE ONLY:** Initial \$500 \_\_\_\_\_ First \$1500 \_\_\_\_\_ Second \$3000 \_\_\_\_\_ Subsequent \$5000 \_\_\_\_\_  
Date Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ Check Number \_\_\_\_\_