



VACANT BUILDING REGISTRATION FORM

100 Courthouse Road, Princeton, WV 24740

Phone: (304) 487-5022; Fax (304) 487-5030

Date Filed:	Registration Type:	New	Renewal
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Property and Structure Information:	
Street Address:	Parcel ID:
Square Footage:	

Property Owner* Information:	
Owner 1:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 2:	
Name:	
Street Address:	
Phone:	Alt. Phone:
<i>List additional owners on back, if necessary.</i>	

Is the Property Owner a resident of West Virginia? Yes No

If the owner is not a resident of West Virginia, please designate a local agent for the property who is able to accept service of process:

Name:	
Address:	
Phone:	Alt. Phone:

Utilities:	On	Off
Electricity	_____	_____
Gas	_____	_____
Water	_____	_____

Official Use Only:
Vacancy Date:
Initial Inspection Date:
Occupancy Date:

*If the property is owned by:

- * an individual person, provide the name and residence address of that individual person;
- * an estate, the name and business address of the executor of the estate;
- * a trust, the names and address of all trustees, grantors, and beneficiaries;
- * a partnership, the names and residence addresses of all partners with an interest of ten percent (10%) or greater;
- * a corporation, the registration statement shall provide the names and residence addresses of all officers and directors of the corporation and shall be accompanied by a copy of the most recent annual franchise tax report filed with the secretary of state;
- * any other form of unincorporated association, the names and residence addresses of all principals with an interest of ten percent (10%) or greater

I understand that if any of the above information changes, it is my responsibility as the owner to notify the City of those changes within 30 days.

Property Owner Signature

Property Owner Signature

Additional Property Owner(s):	
Owner 3:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 4:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 5:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 6:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 7:	
Name:	
Street Address:	
Phone:	Alt. Phone:
Owner 8:	
Name:	
Street Address:	
Phone:	Alt. Phone: