



City of Martins Ferry, Ohio
Department of Public Service

Vacant Property Registry Form

Property Information.

Street Address: _____

Parcel's Tax Identification Number: _____

Property Type.

Single Family: _____ Multi-Family _____ Commerical _____ Rental _____
Is Property Secured? Yes _____ No _____
Is Lawn Being Maintained? Yes _____ No _____
*If yes, by whom? Name: _____ Phone: _____

Vacant Property Registration Fee. Residential: \$100.00 per year / per structure
Commercial: \$100.00 per year / per structure

Note: Public Housing units or other properties subject to annual inspection pursuant to federal regulation (section 8) must register but not charged fee

Owner Information

Name: _____
Full Address: _____
Daytime Phone: _____ Alternate Phone: _____
Email: _____ SS# or Tax ID #: _____

Water: On OFF **Electric:** On Off **Gas:** On Off **Winterized:** On Off

Is this Property a Foreclosure? Yes or No If yes, complete the following:

Case Number: _____ Filing date: _____ Status: Open Closed

Lender Information:

Even if Foreclosure proceedings have been initiated against your property, you are responsible for the property while the foreclosure process is ongoing

Proceedings are dismissed, you are responsible for maintaining the property.

Transfer of Ownership

In the event you decide to transfer the above identified property by sale, gift, or otherwise (or any property that has been issued a notice to make repairs or demolish a structure by the City of Martins Ferry) the transferee must first sign an affidavit stating they are aware of code violations found by the City of Martins Ferry and they accept full responsibility for bringing the property into compliance or will face fines and/or criminal prosecution. Failure to adhere to these mandates may result in civil or criminal liability to the transferor.