



# UPPER CHICHESTER TOWNSHIP

PO BOX 2187, UPPER CHICHESTER, PA 19061  
PH: 610-485-5719 FAX: 610-485-8643

TOWNSHIP RECEIVED DATE

## VACANT PROPERTY REGISTRATION APPLICATION

TYPE OF VACANCY (Please Circle): Residential Commercial

### PROPERTY INFORMATION

ADDRESS:

Street Apt# City State Zip

REASON FOR VACANCY:

### APPLICANT INFORMATION

APPLICANT (Please Circle): Owner Agent Property Manager Other \_\_\_\_\_

NAME OF AGENCY/BUSINESS (if applicable): PHONE:

NAME: EMAIL:

ADDRESS:

Street Apt# City State Zip

### OWNER'S INFORMATION:

BUSINESS NAME (if applicable): PHONE:

NAME: EMAIL:

ADDRESS:

Street Apt# City State Zip

If the owner's mailing address has changed or changes within the next year, it is the responsibility of the property owner to notify the Township. If the property is sold to a new owner, the seller is to notify the Township that they no longer own this property. Please contact License and Inspections at 610-485-5719 for any updates or questions.

Date of Vacancy \_\_\_\_\_ Anticipated Length of Vacancy \_\_\_\_\_

Is property Under Renovation? YES NO Permits Obtained? \_\_\_\_\_

### FEES

Initial Registration: \$50.00/Unit

Inspection Fee (1<sup>st</sup> inspection and 1 re-inspection): \$130.00/Unit

Administrative Fee: \$4.50/Unit

**Total due at time of registration is \$184.50. Any subsequent re-inspections are \$65.00 + \$4.50 Admin Fee. Please make checks payable to Upper Chichester Township.**

### TOWNSHIP USE:

PERMIT #: \_\_\_\_\_

CHECK # \_\_\_\_\_ CASH

AMOUNT \$ \_\_\_\_\_

Chapter 428, Section 18: The failure or refusal for any reason of any owner, or agent of an owner acting on behalf of the owner, to file a registration statement or to pay any fees required to be paid pursuant to the provisions of this article, within 30 days after notice, shall constitute a violation punishable upon conviction thereof by a fine in the amount of not less than \$300 nor more than \$1,000 for the first two continual and uncorrected failures or refusals to register, or for each failure or refusal to pay and not exceeding \$5,000 for the third and any subsequent continual and uncorrected failure or refusal to register or for each subsequent failure or refusal to pay, together with the costs of prosecution, and, in default of such fine and costs, by imprisonment for any term not exceeding 30 days or both. Unpaid fines shall be registered as a lien against the violating building.

I hereby certify that I have been authorized by the owner of record to make this vacant property application as his/her authorized agent, and we agree to comply with all applicable laws in Upper Chichester Township

SIGNATURE OF APPLICANT

DATE

For information regarding your vacant property, please contact property maintenance @ 610-485-5719