



City of Berea

212 Chestnut Street Berea, KY 40403
859-986-8528 Fax 859-986-7657

Registration form for Vacant Property

The purpose of the City of Berea Vacant Property Registration Program is to help protect the health, safety, and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances, and ensuring safe and sanitary maintenance of residential dwellings.

- A building or structure not legally or currently occupied is considered vacant.
 - Property must be registered within 5 days of vacancy.
 - Registration fee is \$60 annually, payable to City of Berea.
 - Vacant Property will be monitored to ensure compliance with property maintenance and safety requirements.
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Property Address _____ Berea, KY 40403

Please check one ___New Registration ___Renewal

Property Owner/Lien Holder

Name _____

Address _____

City _____ State _____ Zip _____

Contact _____ Phone _____

Property Manager

Name _____

Address _____

City _____ State _____ Zip _____

Contact _____ Phone _____

Emergency Contact

Name _____ Phone _____

___Property Owner ___Property Manager

Lock Box Code _____

Utility Status

Gas: ___Disconnected ___In Proper Working Order ___Other

Electric: ___Disconnected ___In Proper Working Order ___Other

Water: ___Disconnected ___In Proper Working Order ___Other

Vacant Building Plan

Authorization

Signature _____

Date _____

Print Name _____

Company _____

Property shall be secured in a manner to prevent unauthorized persons from entering the structure.

Property shall be posted with signage stating the current property manager's name and contact information and shall also contain the words "Property Managed By" and "To Report Problems or Concerns Call". The signage shall be a minimum of 18"X 24", legible from a distance of 45', and posted in a conspicuous location.