



City of Mount Rainier
One Municipal Place, Mount Rainier, MD 20712
Phone: (301) 985-6585 Fax: (301) 985-6595

Vacant Building Registration

- New Registration
 Renewal

This registration form must be completed and signed by the property owner or an authorized agent with applicable fees. To avoid delay in the processing of your registration form, please be sure to answer every question clearly and completely, sign and date the application and submit applicable fees. The application fees are \$500 for residential and \$800 for commercial every six months.

1. **Street Address of Property** _____
2. **Legal description of Property** _____
3. **Tax Account Number of Property** _____
4. **Property Owner** _____
5. **Property Owner Address** _____
6. **Property Owner Phone (day)** _____ **(evening)** _____
7. **Name of Local Agent of Property Owner** _____
8. **Local Agents Address** _____
9. **Local Agents Phone (day)** _____ **(fax)** _____
10. **Names, addresses and phone numbers of all persons having ownership interest in the building/premises.**

11. **Name, address and phone numbers of any and all mortgage holders.**

12. **Date property became vacant** _____

13. **Vacant Building Plans (please provide detailed plan of action and/or intent for property with timeframe).**

Note: Whenever the owner proposes to demolish the vacant building, the owner shall in addition submit a proposed time schedule for such demolition and obtain necessary permits as required pursuant to other provisions of Prince Georges County and Mount Rainier Code.

Signature: _____ **Date:** _____

Print: _____

To be completed by City of Mount Rainier

Inspected by: _____

Approved by: _____

Fees Paid: _____

Date: _____