



Village of Brown Deer
 4800 W. Green Brook Dr.
 Brown Deer, WI 53223

CERTIFICATE NO:

**VACANT PROPERTY
 REGISTRATION**

CVP ____-____

New Registration (\$250) Registration Renewal (\$250) Information Change

Property Information: Single-Family Residential Multi-Unit Residential Commercial

Property Address: _____ Tax Key #: _____

Gas: Disconnected: Disconnection Date: ____ / ____ / ____ In working order

Electrical Power: Disconnected: Disconnection Date: ____ / ____ / ____ In working order

Water: Disconnected: Disconnection Date: ____ / ____ / ____ In working order

Property Management Contact Information
 (Agent(s) designated on behalf of the owner(s) to accept legal processes and notices and to authorize repairs as required)

Property Management Agent Name: _____

Street Address
 (P.O. Box not acceptable): _____

City, State, ZIP: _____

Business Phone: () _____	Contact Phone: () _____	Email: _____
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Ownership Information
 (If different from property management information)

Property Management Agent Name: _____

Street Address
 (P.O. Box not acceptable): _____

City, State, ZIP: _____

Business Phone: () _____	Contact Phone: () _____	Email: _____
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Registration Information
 Owner must register within 90 days of vacancy, or 30 days after notification by a code enforcement officer, or within 30 days of a bank, lender, or other financial institution initiating foreclosure proceedings by filing a summons and complaint in Milwaukee County Circuit Court. The owner or mortgage lender/lien holder of a vacant property must register vacant property with the Community Services Department. The annual renewal registration fee is also \$250, payable each year, no later than the anniversary date of the first (or latest) registration filing.
 The annual renewal fee shall be \$250. There is no charge to update registration information.

AFFIDAVIT
 I hereby certify that I have the authority to make the foregoing application and that the application, to the best of my knowledge, is complete and correct.

Signature of Owner or Authorized Agent: _____	Date Signed ____ / ____ / ____
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Print Name of Person Signing: _____

Complete this form, and attach a check for \$250.00, payable to: "Village of Brown Deer", and mail to:
 Village of Brown Deer
 Community Services Department
 Attn: Nate Piotrowski
 4800 W. Green Brook Drive
 Brown Deer, WI, 53223
 For assistance regarding the completion of this form, please call the Community Services Department at 414-371-3032 or visit us on the web at www.browndeerwi.org/permits-applications

COMMUNITY SERVICES DEPARTMENT USE ONLY: Date Application Received: ____ / ____ / ____