



# CITY OF BENICIA FINANCE DEPARTMENT VACANT BUILDING REGISTRATION FORM

Any owner of a foreclosed or vacant building shall register the property in the City of Benicia's monitoring program within ten (10) days of the building becoming vacant in accordance with Benicia Municipal Code (BMC) section 8.50.060. Please fill out the information requested below and deliver this form, with the annual registration fee of \$157.11, to **Finance Department, City of Benicia, 250 East L Street, Benicia, CA 94510.**

**Building Address:** \_\_\_\_\_

Assessor's Parcel No.: \_\_\_\_\_ Vacancy Date: \_\_\_\_\_

Does the building have:

A swimming pool or hot tub?	Y / N	Do the grounds have any known hazardous
An alarm system?	Y / N	conditions? Y / N
Working locks on doors & windows?	Y / N	If yes, please specify on reverse.

Vacant and foreclosed buildings which are neglected and not maintained can result in the physical deterioration of a neighborhood and other health problems to the community. The purpose of BMC Chapter 8.50 is to provide standards for maintaining vacant buildings and to establish a monitoring program for those that are neglected.

**Owner Information**

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Cell # \_\_\_\_\_  
Please print

Address \_\_\_\_\_  
Street City, State

Email Address \_\_\_\_\_

An owner who lives within 60 miles of the foreclosed building may designate himself or herself as the responsible agent. An owner who lives more than 60 miles from the foreclosed building shall designate a responsible agent who lives within or whose place of business is within the City of Benicia.

**Responsible Agent (if different from the owner)**

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Cell # \_\_\_\_\_  
Please print

Address \_\_\_\_\_  
Street City, State

Email Address \_\_\_\_\_

The responsible agent is authorized to act on behalf of the owner with regard to all BMC requirements, including the acceptance of all official notices on behalf of the owner. The responsible agent shall be an authorized agent and signatory of the owner.

**\*\*\* Designation of a responsible agent does not relieve the owner of any obligation. \*\*\***

