

**CITY OF BENICIA  
FINANCE  
DEPARTMENT  
FORECLOSED BUILDING  
REGISTRATION FORM**

Any owner of a foreclosed 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 conditions?	Y / N
An alarm system?	Y / N		
Working locks on doors & windows?	Y / N	If yes, please specify on reverse.	
Turn water/sewer utilities off?	Y / N	If question is unanswered, no changes will be made to the utilities. If they are on, they stay on. If they are off, they stay off.	

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 \_\_\_\_\_

