



BOROUGH OF GLASSBORO

Code Enforcement Office

10 S. Poplar Street, Glassboro, NJ 08028

Katy T. Harrell

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NEW _____

RENEWAL _____

UPDATE _____

ABANDONED/VACANT PROPERTY REGISTRATION

Chapter 366 Article III Sections 11-22.2

Registration. The following real property located in the Borough shall be registered annually with the Borough Code Enforcement Office.

Property information:

Address of Property: _____ Block: _____ Lot: _____

Current Owner's name(s): _____

Address of owner if different from above: _____

Email address of owner: _____ Phone number of owner: _____

Pre-Foreclosure: Yes No Foreclosure: Yes No

Bank Information: _____

A statement of whether the property is vacant or not and, if not vacant, the name or names of the persons legally occupying the property:

VACANT: YES NO OCCUPIED: YES NO

Name/Names of the persons legally occupying the property:

In-State Creditors/Bank Information

The name, telephone number, and email address of a representative of the creditor who is responsible for receiving complaints of property maintenance and code violations, and/or who is responsible for the security and maintenance of property.

Name: _____

Address: _____

Email address: _____ Phone number: _____

The full name and contact information of an individual located within the state who is authorized to accept service on behalf of the creditor.

Name: _____

Address: _____

Email address: _____ Phone Number: _____

Out-of-State Creditors

The full name and street address at which the creditor maintains an office:

Name: _____

Address: _____

The name, telephone number, and email address of a representative of the creditor who is responsible for receiving complaints of property maintenance and code violations, and/or who is responsible for the security and maintenance of property:

Name: _____

Email address: _____ Phone number: _____

The full name and contact information of an individual located within the state who is authorized to accept service on behalf of the creditor.

Name: _____

Address: _____

Email address: _____ Phone Number: _____

The full name and contact information of an in-state representative or agent appointed by the creditor, who shall be responsible for the care, maintenance, security, and upkeep of the exterior of the property if it becomes vacant. a statement of whether the property is vacant or not and, if not vacant, the name or names of the persons legally occupying the property.

Name: _____

Address: _____

Email address: _____ Phone Number: _____

For Office Use only

At the time of the initial registration and at each annual registration, a non-refundable registration fee in the amount of \$500.00 per property is required.

An additional \$2,000.00 per property annually is required if the property is vacant.

Fee Remitted: _____ Date: _____ Form of payment/check # _____

Collected by: _____