



The City of Dunbar, West Virginia

Vacant Building Registration Form

Date Filed: _____ Registration Type: New Renewal

Property & Structure Information

Address: _____ Tax Map & Parcel ID: _____

Status: Vacant Open Secure Exterior Maintained Abandoned

Utilities: Electricity: Water: Gas:

 Date Terminated: Date Terminated: Date Terminated:

Owner(s) Information: (PO BOXES are NOT acceptable)

If the property is owned by:

- An **Individual person**: provide the name and address of that person.
- An **Estate**: provide the name and address of the executor.
- A **Trust**: provide the name and address of ALL trustees, grantors and beneficiaries.
- A **Partnership**: the names and addresses of all partners with 10% or greater interest.
- A **Corporation**: provide the names and residence addresses of all officers and directors of the corporation and attach a copy of the most recent franchise tax report filed with the Secretary of State.
- Any other form of **Unincorporated Association**: the names and residence addresses of all principals with a 10% or greater interest.
- Otherwise; see definition of **Owner** in Dunbar City Ordinance 1130.02 for instances of mortgage, vendor in possession, etc...

Name: _____

Address: _____

Phone Number: _____ Cell Phone Number: _____

Signature: _____ Date: _____

If the Owner is NOT a resident of West Virginia; please provide a local designated property agent.

Name: _____

Address: _____

Phone Number: _____ Cell Phone Number: _____

Signature: _____ Date: _____

Fee Schedule: < 12 Months = \$ 0 12 < 24 months = \$ 200.00

 24 < 36 months = \$ 400.00 36 < 48 months = \$ 600.00

 48 < 60 months = \$ 800.00 60 < 72 months = \$ 1,000.00

 72 months & up = \$ 1,500.00 per year thereafter.

The fee is determined by number of years vacant regardless of varying ownership.

Complete and return to: City of Dunbar
 P.O. Box 483
 Dunbar, WV 25064

Phone: 304-766-0218
Fax: 304-766-0233