CITY OF HILLSBORO VACANT STRUCTURE REGISTRATION CERTIFICATE

____Initial 6-month Registration _____Renewal ____month Registration

24-hour Eme	rgency Conta	ict #:		Date:					
	<u> </u>		VACAN	T STRUCTURE ADI	DRESS				
Vacant Struc	ture								
Address:									
Type of Structure:		Residential		Residential	Commercial, Manufacturing, Storage or				
		1 or 2 units		3+ units	any Nonresidential				
Parcel ID # (if known)									
Number of u	nits within the								
PROPERTY OWNER(S) INFORMATION									
Owner #1 In	formation								
Name or Bus	iness:								
Mailing Add	ress:								
City:				State:	Zip Code:				
Home Ph.:				Mobile:					
Fax:			Email:						
Owner #2 In	formation								
Name or Bus	iness:								
Mailing Add	ress:								
City:				State:	Zip Code:				
Home Ph.:				Mobile:					
Fax:	Er		Email:						
Name of Per	rson(s) Autho	orized to be	present	in the structure per	Section 6-4-4:				
Name:				Phone #:					
Name:				Phone #:					
Name:				Phone #:					
Name:			Phone #:						
Name of Ins	urance Com	pany (Requ	ired by	Section 6-4-8)					
Name or Bus	iness:								
Mailing Add	ress:								
City:				State:	Zip Code:				
Home Ph.:				Mobile:					
Fax:			Email:						
Proof of I	Insurance At	tached (Re	quired I	Liability Insurance)					
Type of Stru	icture:		Minimum Liabilit	y Insurance Amount					
Residential p									
Residential Properties of three or more units									
Commercial, manufacturing, storage or any non-residential property									
Comments:									

STATEMENT OF INTENT SECTION 6-4-5							
Expected date of vacancy							
(including the date of							
initial vacancy)	<u> </u>						
Plan including timeline							
for regular maintenance							
during vacancy							
Plan and timeline for							
Lawful occupancy							
rehabilitation, removal, or							
demolition of the							
structure							
Measures/plans							
(including timeline) to							
ensure structure will be							
secure							
Timeline of structure to							
be free of nuisance							
conditions							
Please check if you are r	equesting a Waiver Per S	ection 6-4-9. Attach a copy of Signed W	aiver.				
City Utility Bills: Section 38-2-3 of the City's Codified Ordinances states that the occupant shall be primarily responsible for payment for utility service (water, sewer) at such premises. I certify that I am aware of the City's Building Safety codes and Zoning (occupancy) codes and the legal ramifications for knowingly violating said codes. I acknowledge that I am responsible for delinquent utility bills due to the City of Hillsboro for this property.							
Owner's signature	Date	Owner's Printed Name	Date				

PAYMENT OF ALL FEES DUE AT TIME OF REGISTRATION

Vacant Structure Fee \$125.00 for the initial application. The fee for the first certificate renewal shall be \$250.00, and the fee for the second and each subsequent certificate renewal shall be \$500.00. If a renewal is requested after a certificate has expired, an additional fee of \$125.00 shall apply. The appropriate fee shall be paid at the time of application or renewal (see Section 6-4-7).

Please return this form with payment to: City of Hillsboro c/o: Vacant Property Registration 447 S. Main St. Hillsboro, IL 62049