



CODE COMPLIANCE

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5913
www.cityofsandusky.com

RESIDENTIAL VACANT & FORECLOSED PROPERTY BOND DEPOSIT FORM

tparker@cityofsandusky.com

OFFICE USE ONLY

Date: _____ Amount Received: _____

Check #: _____

Processed By: _____

Account # - 110-4010-46415 → \$500 (admin. fee)
Account # - 894-0000-45005 → \$9,500 (balance)

Section 1 - PROPERTY INFORMATION:

Address: _____ Parcel Number: _____ Apartment numbers if multi-family property: _____

Type of property: Single-family Duplex Tri-plex Multi-family (4+ Units) Commercial Rooming House

Is the property currently vacant or showing signs of vacancy: YES NO UNKNOWN

Vacant and foreclosed property registration form completed and submitted: YES NO

Vacant and foreclosed property registration fee paid: YES NO

Owner / Former Owner / Mortgagor: _____

Current Address: _____ Phone #: _____

Section 2 – MORTGAGEE / BANK / LENDER / SERVICER INFORMATION:

Name of entity: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Name & Title of Contact Representative: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone #: _____

Section 3 – FORECLOSURE INFORMATION (if applicable):

Case #: _____

Filing Date: _____ Case Status: OPEN CLOSED

Section 5 – PROPERTY MANAGEMENT OR PRESERVATION AGENT (if applicable):

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Emergency Phone #: _____ Fax #: _____

Contact Person Name & Title: _____

Direct Phone #: _____ Email: _____

Any owner of a vacant and/or foreclosing property shall provide a cash bond acceptable to the City of Sandusky, in the sum of not less than ten thousand dollars (\$10,000), to secure the continued maintenance of the property throughout its vacancy and remunerate the City of Sandusky for any expenses incurred in inspecting, securing, marking or making such property safe. The City of Sandusky shall retain five hundred dollars (\$500) of said bond as an administrative fee. Any owner of a vacant or foreclosing property providing a bond pursuant to this registration, must also provide bonds for all other vacant or foreclosing properties owned within the City of Sandusky.

There is a one-time, per property cash maintenance bond of \$10,000 required as part of this registration. Please provide this cash bond payable to the City of Sandusky along with this form and mail or hand deliver to:

City of Sandusky
Division of Code Compliance
240 Columbus Avenue
Sandusky, OH 44870

CERTIFICATION

I certify that the information contained in this bond deposit form is true and accurate to the best of my knowledge and understand that completion of this bond deposit form does not relieve the owner of applicable obligations set forth in the City of Sandusky codified ordinances.

Applicant Signature

Applicant Printed Name

Date