



VACANT BUILDING REGISTRATION FORM

1. Owner Information (if the owner or owners is/are not individual, please see number 4.

a. _____ first name, middle initial, last name	b. _____ first name, middle initial, last name
_____ current mailing address (PO boxes not acceptable)	_____ current mailing address (PO boxes not acceptable)
_____ city, state, zip code	_____ city, state, zip code
_____ home phone	_____ home phone
_____ work phone	_____ work phone
_____ cell phone	_____ cell phone
_____ e-mail address	_____ e-mail address

If any owner permanently resides outside the State of New York, they must designate an agent to receive service of process and designate a responsible local party or agent for purposes of notification in the event of an emergency

2. Property Information

Tax Map Number: 0400- _____ - _____ - _____

Physical Address of the Property: _____

Commercial

Residential

Buildings Vacant: _____ YES _____ NO (please select and circle the correct response)

3. Payment

Payment of \$250.00: Check or Money Order Number: _____ (cash not accepted)

Check/Money Order should be made payable to the Town of Huntington

4. Non-Individual Owner Information

i. If the owner is a business entity, please provide its legal name, mailing address, and telephone number. Please also provide the names, mailing address, e-mail address, business and residence addresses and telephone numbers for each officer, director, partner with an ownership interest of 10% or greater, and whether member managed or manager managed (if a limited liability company) as well as a copy of the most recent annual franchise tax report filed with the Secretary of State, as applicable.

- a. _____
- b. _____
- c. _____

ii. If an estate, the name, business, and residence, and e-mail addresses and telephone number of the executor.

- a. _____

iii. If a trust, the name, business and residence, and e-mail addresses and telephone numbers of all trustees and of the grantor if a grantor trust.

- a. _____
- b. _____

iv. If an unincorporated association, the name, business and residence, and e-mail addresses and telephone number of each officer or their equivalent

- a. _____
- b. _____

5. Designation of Agent for Service of Process

Pursuant to Huntington Town Code §160-13(B) (1)

Owner's Name as listed in Part 1 or Part 4

Designated Agent's Name

Designated Agent's Business and Residence Addresses

Please note: THE DESIGNATED AGENT'S SERVICE OF PROCESS ADDRESS CANNOT BE A POST OFFICE BOX ADDRESS AND MUST BE AN ADDRESS WITHIN THE STATE OF NEW YORK. PLEASE SEE THE RESIDENCY REQUIREMENT STATED ON PAGE 1

6. Designation of Responsible Local Party

Pursuant to Huntington Town Code §160-13(B) (2)

Owner's Name as listed in Part 1 or Part 4

Designated Party's Name

Designated Party's Business and Residence Addresses

Please note: THE DESIGNATED AGENT'S SERVICE OF PROCESS ADDRESS CANNOT BE A POST OFFICE BOX ADDRESS AND MUST BE AN ADDRESS WITHIN THE STATE OF NEW YORK. PLEASE SEE THE RESIDENCY REQUIREMENT STATED ON PAGE 1

7. Notarized Affidavit

I do hereby certify that all statements made by me in this vacant building registration are true and correct to the best of my knowledge, information and belief, and further, I understand that in the event that I have knowingly and willfully made any false statements, I will be liable for punishment in accordance with all applicable laws and statutes.

SIGNATURE: _____

APPLICANT'S NAME: _____

TITLE: _____

Acknowledgement if Made within the State of New York

STATE OF)
COUNTY OF) SS.:

On the _____ day of _____ in the year 20____ before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public

On the _____ day of _____ in the year 20____ before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument and that such individual made such an appearance before the undersigned in the (insert city or other political subdivision and the state or country or other place the acknowledgement was taken)

Notary Public