

Town of Rumford

Vacant Building Registration Permit

*Vacant building property owners must provide their actual residential address, not just a post office box number. If the owner's official residence is not in Maine, nor does the owner reside in Maine, there MUST be a designated person listed as the Local Property Manager and Emergency Contact.

I. Identification

Building Address: _____

Map: _____ **Lot:** _____ **Type of Occupancy:** _____

Owner(s) Name(s): _____

Mailing Address: _____

Physical Address: _____

Phone (home): _____ **(work):** _____ **(cell):** _____

Email: _____

Military Service (check one): ___ **Active** ___ **Inactive** ___ **N/A**

Authorized agent for Service Process: _____

Physical Address/City/State/Zip: _____

Phone (home): _____ **(work):** _____ **(cell):** _____

Email: _____

Property Manager: _____

Physical Address/City/State/Zip: _____

Phone (home): _____ **(work):** _____ **(cell):** _____

Email: _____

Emergency (Local) Contact Person: _____

Physical Address/City/State/Zip: _____

Phone (home): _____ **(work):** _____ **(cell):** _____

Email: _____

Bank/Lender/Lien Holder: _____

Physical Address/City/State/Zip: _____

Phone (home): _____ **(work):** _____ **(cell):** _____

Email: _____

II. Main Use of Building (i.e, Single-family home, office, residential, parking, restaurant, etc.)

Most recent use: _____ **No. of dwelling units:** _____

Proposed Use: _____ **No. of dwelling units:** _____

III. Statement of Intent

Date of vacancy: _____

Approximate end date of vacancy: _____

Plan & timeline for lawful occupancy, rehabilitation, or removal or demolition see section v. (attach additional sheets if needed):

Authorized Persons- Please list all persons authorized to be present on the premises below and on the attached Trespass Notice. In addition, please sign the attached Trespass Notice, authorizing the arrest for trespass of individuals not on the list (attach additional sheets if necessary):

***Note: Completion and submission of the attached notice of trespass form is required.**

IV. FEE

Please attach the \$300.00 annual fee. Incomplete requests will not be considered.

V. Demolition

The town requires you to have all the required state and local permits to demolish the building or structure. Demolition must occur within 180 days of securing the permits; this waiver is void and the full permit fee is owed if the demolition does not occur within this time.

Please provide a copy of each demolition permit or provide the following information: The permitting authority (i.e. building), permit number, date issued, expiration date, and all conditions for each demolition permit you have secured.

VI. Applicant Signature

Please sign below:

I/We, _____, do hereby swear and certify that the information provided in this application is true and accurate to the best of my knowledge.

Owner/Agent Signature

Date

Request for Trespass Notice And List of Authorized Property Users For Vacant Building Property

PROPERTY: _____

OWNERS: _____

AUTHORIZED USERS:

1. _____
2. _____
3. _____
4. _____

I request the Rumford Police Department to serve a Notice Against Trespass and make arrest as necessary for any person not on the above list for the subject property.

Issued by (Owner or agent Duly Authorized):

Owner/Agent Printed Name

Owner/Agent signature

Date

Witness

Date

Owner/Agent: Please submit this form to the Town of Rumford Code Enforcement Office. This form will be delivered to the Rumford Police

Department upon receipt. A copy will be kept on file in the Code Enforcement Office.
